Instructions for Proof of Financial Support
Florence Fall Semester 2012-13

WHAT IS “PROOF OF FINANCIAL SUPPORT?”

The Italian government requires that students show original written verification of financial support in order to obtain a visa. **NOTE:** This written verification of financial support is not in any way related to your UCEAP fees or costs. It is only related to your visa application and the financial requirements of the Italian government.

HOW MUCH MONEY IS ADEQUATE TO PROVE MY FINANCIAL SUPPORT?

Your verification of financial support must prove that you will have AT LEAST $1,000.00 per month for each month of your program.

- **Fall Semester Students:** must have written verification showing at least $4,000.

HOW DO I MAKE SURE THAT I AM PROVIDING THE CORRECT INFORMATION?

- Read all instructions below.
- Refer to the sample forms in the Predeparture Checklist to ensure that the bank letters, financial aid letters, and/or other financial verification are written correctly.
- Print the sample letters and bring them to the bank or financial aid office when requesting the financial verification. **Bank account statements are not accepted.**

WHAT FORMS MUST I COMPLETE AND SUBMIT TO PROVIDE PROOF OF MY FINANCIAL SUPPORT?

Specific documentation will vary depending on your financial circumstances:

**IF YOU ARE ON FINANCIAL AID:**

1. Obtain an original hard copy financial aid award letter (on UC letterhead, signed by the Financial Aid officer – refer to the sample form) that shows no less than $4,000. **NOTE:** If the financial aid award totals are not out yet, your financial aid office can write an estimated award letter in the same format as the total award letter. **Computer print-outs are NOT acceptable.**
2. Submit the ORIGINAL, hard copy financial aid letter plus one photocopy to the Consulate. Keep 2 copies: one for your records and one for your residence permit!

**IF YOU ARE SELF-SUPPORTING:**

1. Obtain an original, hard copy letter (NOT a bank account statement) from your bank/financial institution outlining how much you have in your account (see sample letter). The letter must show no less than the total amount required ($4,000). **Computer print-outs are NOT acceptable.**
2. Submit the ORIGINAL, hard copy letter from your bank/financial institution plus one photocopy to the Consulate. Keep 2 copies: one for your records and one for your residence permit!
IF YOUR PARENTS OR SOMEONE ELSE WILL SUPPORT YOU:

1. The person who will support you while you are abroad (the affiant) must complete, sign and have notarized the Affidavit of Financial Support form. He/she must fill out the section asking for the affiant’s name and birth information as well as the section asking for the affiant’s profession and place of employment. The affiant must fill out the applicant (i.e. student) section with your (the student’s) information.

   *NOTE: a friend may not show financial support for you. Only yourself or a family member can. We recommend that a parent show support for you if possible.

   The affiant is the person who is financially responsible for the applicant – this may be a parent or guardian. The affiant must sign the Affidavit of Financial Support form in the presence of a Notary Public.

   The applicant is always the student.

2. The affiant must obtain a letter from his/her bank stating their account(s) balance(s). The bank letter (NOT a bank account statement) must be in the same name as the person signing the Affidavit of Financial Support. (i.e.: if the bank account is in your mother’s name, SHE must sign the Affidavit of Financial Support). The letter must show no less than the total amount required ($4,000). Computer print-outs are NOT acceptable.

3. Submit the ORIGINAL, notarized Affidavit of Financial Support form plus one photocopy, AND the ORIGINAL hard copy letter from your bank/financial institution plus one photocopy to the Consulate.

   Keep 2 copies: one for your records and one for your residence permit!

IF YOUR FINANCIAL SUPPORT IS A COMBINATION OF THE ABOVE:

1. Follow the directions for each that applies.

2. Submit all forms with the appropriate number of copies.

3. The total amount of money available must be at least $4,000.

   KEEP COPIES OF ALL FORMS AND DOCUMENTS FOR YOUR RECORDS!!