Italian Consulate General, Los Angeles
Visa Instructions
Bocconi Spring 2015-2016
Applicable for ALL UCI, UCLA, UCR, UCSB & UCSD Students

WHO MUST APPLY FOR A STUDENT VISA?
All UCEAP students participating in the Italy Immersion Programs must apply for a multiple entry, long stay, National Italian Visa. If you attend UCI, UCLA, UCR, UCSB or UCSD you MUST apply for through the Los Angeles Italian Consulate.
You CANNOT apply through the San Francisco Italian Consulate.

*Citizens of Italy or other European Union countries do not need a visa.

WHEN AND WHERE MUST I SUBMIT MY VISA APPLICATION AND SUPPORTING DOCUMENTS?
The Italian Consulate in Los Angeles will no longer accept individual student visa appointments!
Applications must be submitted to the UCEAP Systemwide Office for “batch processing.”
Your complete and correct visa application must be received in the UCEAP Systemwide Office no later than November 20, 2015.

WHAT MUST I SUBMIT TO THE LOS ANGELES CONSULATE FOR MY VISA APPLICATION?
Use the Visa Cover Page included in your online UCEAP Pre-Departure Checklist to ensure that you have all the documentation needed for your visa.

Make two separate stacks for originals and copies.

- Original, plus one photocopy of the completed Los Angeles Consulate visa application (refer to the sample LA visa application to help you complete the form). The links to the application and the sample are both in the online Pre-Departure Checklist (PDC). *Your signature on the application must be authenticated by a notary public.

- Two passport-style photographs. They must meet the requirements in the photo instructions in your PDC. Write your name on the back of both photos. Staple one photo and paperclip the other photo to your application.

- Valid Passport (you must submit your actual passport), plus one photocopy of the signature and picture pages of the passport The passport must be signed and valid for at least 3 months after the end date of the program and must have 2 blank pages for the visa to be affixed.

- Two photocopies of your current, valid UC student ID

- Original plus one photocopy of your Bocconi University Acceptance Letter You will receive this letter in an email directly from Bocconi. *Also include 2 copies of the actual email that you receive from Bocconi.

- Original plus one photocopy of proof of financial support (financial aid letter and/or bank letter) These letters must be in your name and show a minimum of $1,000 per month of your program. Please refer to the sample financial aid and bank letters in your PDC. Make 2 extra copies of these letters BEFORE submitting them! Keep them in a safe place.
• **Original plus one photocopy of the notarized Affidavit of Financial Support Form** – Required ONLY if you use your parents’ bank letter for proof of financial support. Your parents must also submit the original plus one photocopy of a bank letter. Please refer to the instructions for the Affidavit of Financial Support in your PDC. **Make 2 extra copies of these letters BEFORE submitting them! Keep them in a safe place.**

• **One photocopy of a round-trip airline ticket or itinerary** This can be a copy of an actual ticket or just an itinerary. It does not have to be purchased – just go to an airline or travel website and go through the steps to book a flight, then simply print the itinerary.

• **NON-US Citizens – Certified copy plus one photocopy** of your U.S. Alien Registration Card or valid long-term U.S. visa plus a certified copy and photocopy of an endorsed I-20, or IAP66, or any other pertinent document from the Office of Homeland Security showing that you may re-enter the US. Your reentry permit must be valid for at least three (3) months after the end date of your program. B1/B2 visas are not acceptable for this purpose.

• **NON-US Citizens - Two photocopies of your round-trip flight itinerary** (it must be bought and paid for, not just reserved). The itinerary must show that you arrive on the official start date of the program and that you will leave no later than the official end date of the program.

• **Prepaid, Self-Addressed Envelope - Fed Ex Express ONLY (Not FedEx Ground, Home Delivery or Freight)** Enter an address in both the “to” and “from” fields. Consider listing your parents’ permanent address in one field and your current address in the other to minimize the risk of your envelope getting lost in the mail. Make sure that FedEx delivers to an address that is secure and that you use and check on a regular basis. (No P.O. Boxes) *Do NOT list UCEAP as the sender. UCEAP will not pay for the shipping.* Generate a shipping label online by creating a FedEx account, or complete a paper form at a FedEx Office. Contact FedEx for details. **Keep the tracking number for your envelope!**

*If you do not include all the information above complete, correct, and with appropriate number of copies you may be denied a visa by the Consulate, and without a visa you will not be allowed to study in Italy.

**The following item will be provided by UCEAP and included with your application. You will not receive this item until your passport and visa are returned to you.**

• **Original plus one photocopy of your UCEAP Participation Letter** This is your UC acceptance letter (it has the red seal on the bottom right hand corner). It also serves as proof of lodging and health insurance.

  Do not lose this letter! Keep it with your passport and visa.

**WHEN AND HOW WILL MY VISA BE RETURNED TO ME?**
The processing time for visas is 3-8 weeks. The UCEAP Systemwide Office will return your passport and visa to you in the FedEx envelope that you provide as soon as we receive them back from the consulate.

**HOW MUCH DOES THE VISA COST?**
There is no charge for the Italian student visa.

**HOW LONG WILL MY STUDENT VISA BE VALID?**
The student visa is granted ONLY for the length of time in which you’ll be studying in Italy (i.e. from the Official UCEAP start date to the departure date of the program).
WILL I BE ALLOWED TO LEAVE THE US EARLY OR TRAVEL AROUND ITALY BEFORE OR AFTER MY PROGRAM?
Traveling outside the USA prior to your program will depend on the date your passport and visa are returned to you. You should not plan to leave the US more than one week prior to your program start date.
If you are a US citizen and will be traveling within Italy after the program, you can do so for up to 90 days as a tourist without applying for an additional visa. Non-US citizens will need to check with the Italian Consulate for their country specific tourist visa requirements.

NOTE: Within 8 days of your arrival in Italy you must register with the local Police (Questura) and obtain the "Permesso di Soggiorno" (Declaration of stay for foreigners). The International Students Desk staff will assist you with applying for your residence permit.