

# N.U.in Italy Visa Guide 2025

John Cabot University, Rome



*This visa guide was developed in collaboration with John Cabot University and Northeastern University.*

## All Students (except EU/EEA citizens)

Please check with the Italian consular authority in [your region in the US](#) or in [your country](#) for the most updated visa requirements and processes, as policies can change at any time and without prior notice. This guide has been prepared with the information of the Italian Consulate in Boston.

Italian Consulates do not all follow identical procedures. It is your responsibility to contact the Italian Consulate in the geographic area of your legal, permanent address and review the specific study visa requirements listed on the website of that Consulate. Each Consulate also has specific forms noted on their website, which they require you to download and complete.

*The information listed below is provided as informational guidance only and does not constitute legal advice.*

## General Visa Information for All Students

All non-European Union/EEA citizens must apply for and obtain the Study Visa *before* departing for Italy and then request the Permit to Stay/Declaration of Presence within eight days of arrival in Italy. Please review both the Study Visa and the Permit to Stay/Declaration of Presence sections below for important information about the steps you need to take before departure.

### *How much will it cost?*

Visa fees are subject to change at the sole discretion of the consular authority. Please consult the website of your Italian Consulate of Jurisdiction for more information on the fees charged for the Study Visa.

# Visa Application Process

All Italian Consulates require a student to schedule an in-person visa appointment to submit their application as they will take fingerprints. Please use the Prenot@mi system for your Italian Consulate of Jurisdiction to book your visa appointment as soon as possible. *Please note that students should book an appointment at their consulate of jurisdiction for a date **after May 15** to ensure that they have all necessary documents. Some consulates require students to be 18 years old at the time of their appointment.* You are also required to confirm your appointment with the consulate the week of your scheduled appointment, or the system may forfeit the appointment.

Please prepare to attend your appointment at the appropriate Italian Consulate Visa Office with the original color copy of each of the documents listed below, **as well as one color photocopy of each.** Failure to present the correct documents at the appointment may result in a visa rejection or canceled appointment. The Italian Consulate Visa Office in your jurisdiction also has the authority to evaluate and request additional documentation, if deemed necessary, in addition to the standard document requirements. Customs and Border Patrol officers in Italy may ask you to show the documents that were submitted to obtain the visa, so please be sure to carry a copy of your complete application while traveling.

## Required Documents

**Please make an extra copy of every document and keep it for your own records.**

*The following documents are to be compiled by the student on their own:*

### 1 Visa Application Form

- a. Each Consular Visa Office may have its own form—you must go to the respective website, download the study visa application, complete it, and sign it.
  - On the consulate's website, the Study Visa application can typically be found under the title "Long Term Visa Application Form" or "Application for National Visa," as your intended stay is for longer than 90 days.
  - Instructions on how to complete the visa application form can be found [here](#).

### 2 1 recent standard, passport-style photo

Please note that this photo must have been taken within the past 6 months, in color against a white background. Please also note that you should ensure that your face is clearly visible, with nothing obstructing any part of your face (Italian passport photo size is 40 mm in height, 35 mm in width).

### 3 | **Passport valid until at least July 2026 and an additional photocopy of the information page**

Please ensure your passport has at least one blank page to affix the visa. If you do not currently have a valid passport, you will need to apply for one *as soon as possible*. Please note that the process for obtaining or renewing a US passport may take more than two months.

### 4 | **Copy of Driver's License or State ID**

- a. Proof of residence in the jurisdiction of the Consulate at which you are applying for your visa.
- b. **If you reside in the U.S. but are not a U.S. citizen:** copy of **Permanent Residence Card** OR other U.S. immigration document allowing re-entry into the United States (e.g., valid long-term U.S. visa).

### 5 | **Proof of means of financial support in Italy**

A semester-long visiting student must typically provide evidence of financial support of at least **\$3,420 USD (or equivalent)**. You must demonstrate an adequate level of support by providing these or any other items that are required by your specific consulate

- a. If the student is providing their own funds, a personal bank letter or bank statement on its official letterhead, indicating the total amount of funds in their personal account (no joint bank accounts). *Please note that the minimum amount of funds required to study in Italy is roughly \$30 per day (to cover basic expenses in Italy).*
- b. If a parent/guardian will provide proof of funds, a notarized **"Affidavit of Support"** (sample included in visa packet emailed to you by John Cabot University). You can also find [a copy of the Affidavit of Support here.](#)
- c. Personal credit card statement with indication of credit limit (this may be required depending on the Consulate).

### 6 | **Evidence that you have the funds necessary to return to your home country**

The Consulate may require you to show a **round trip airline ticket** for this purpose. E-tickets or group flight ticket confirmations are typically acceptable. Students who participate in the group flight will receive flight-related documents in the Advantage Travel portal, which will become available in early May.

### 7 | **Documentation of your educational history**

Your consulate may request an official copy of your high school transcript (*Please check if this is required by your consulate, as it may require that you book an appointment for a date after your high school graduation*).

## **8 | Health insurance valid in Italy**

You must demonstrate having adequate health insurance coverage by providing your Cultural Insurance Services International (CISI) confirmation letter. You will receive this letter directly from CISI to your Northeastern email address.

## **9 | Visa Fee**

Please consult the website of your Italian Consulate of Jurisdiction for more information on the required fee for your study visa.

***The following documents required for your visa appointment will be sent to your Northeastern email address by John Cabot University and Northeastern University by May 15.***

## **10 | Original letter of acceptance from John Cabot University**

## **11 | Original letter of enrollment from Northeastern University, specifying that the student is officially enrolled with the N.U.in Program in Italy at John Cabot University. You can download this document by logging in to your [Application Status Check](#).**

## **12 | Health insurance valid in Italy (please refer to #8 above)**

## **13 | Official JCU visa request and housing letter beginning with “Al consolato di competenza”**

- a. The Official JCU Visa Request letter is a legal document. Once your visa is granted, the Italian Consulate typically returns this official letter to you. It will be attached either to your passport or to the other documentation you filed with your visa application.
- b. You should keep this document safe and bring it with you when you travel to Italy as it could be requested by an officer on entry.

***Once you receive your acceptance and visa letters from the JCU Study Abroad Office, you will receive an email from the Housing Office asking you to input your preference/requests in the housing application. This must be submitted no later than May 15.***

# Returning Your Passport

Some Italian Consulates in the U.S. will be able to return your passport back to you by mail once your visa has been issued. To determine if your local Italian Consulate provides mail-in services, please refer to their website.

If mailing services is provided and you would like to receive your passport back in the mail instead of picking it up in person, please follow the instructions as listed on their website.

*The steps below are specific to the Boston Consulate only.*

## Optional Documents

*(Only for those who would like the consulate to return the passport by mail)*

### 14 A prepaid self-addressed UNSEALED Postal Service Priority Mail Express (USPS) envelope

This is the envelope in which your passport (with the visa stamped inside) will be returned to you. Be sure to:

- a. Fill out the **to**: the address where you want your passport to be mailed to near the time that you will leave for your program.

The **from** address should be on the consulate website:

Consulate General of Italy Boston  
600 Atlantic Avenue  
Boston, MA 02210

- b. Include your phone number on the envelope so the Post Office may contact you if there is a problem delivering your passport.
- c. Keep a copy of the tracking number for your records.

### 15 Mailing Disclaimer Form/Declaration of Passport Return by Mail

This form can be found on the consular website of your jurisdiction. Please be sure to confirm any additional passport return instructions with the individual consulate through which you apply.

**IMPORTANT:** *Northeastern University and The Italian Consulate are not responsible for any possible loss or damage of the passport while in transit. By choosing to receive your passport back by mail, you assume any and all responsibility that comes with the mailing of your passport/visa.*

*If you live in proximity to your local Consulate, we strongly encourage you to pick up your passport in person to avoid any potential risks.*

## Minor Applicants

If you are under 18 at the time of your appointment, please refer to your local consulate website, as there will be additional documents required for your application. You may be required to travel with one or both of your parents to submit your application.

Minor applicants cannot schedule their own appointments. A parent or legal guardian will need to create an account and schedule an appointment on the student's behalf.

**IMPORTANT:** *The additional documents required for minors can be lengthy and require multiple steps. We strongly encourage students, if possible, to schedule an appointment for a date AFTER their 18th birthday to avoid needing to submit this additional documentation. If applying after your 18th birthday is not a possibility, please start working on collecting these documents as soon as possible.*

## Immigration Process in Italy

### Declaration of Presence

*If you are granted a visa **for less than 150 days**, you will be required to submit a Declaration of Presence in Italy.* John Cabot University will assist you with this process upon your arrival in Rome, but there are important steps you must complete before your departure.

### What is the Dichiarazione di Presenza or Declaration of Presence?

The Declaration of Presence is the local immigration requirement for stays in Italy of **less than 150 days**. It is mandatory for all non-European students (US and International).

#### 1 Prepare the Declaration of Presence Request

Immigration Services Office at John Cabot University will facilitate the process of requesting the Declaration of Presence by setting up mandatory sessions during on-site orientation. Students will receive an email on July 10 with instructions to complete before arrival.

**A payment of \$36 (this amount is subject to change) through this link will be required for the Declaration of Presence Request.**

*Note that this is a general payments page for several services. You are only required to add the **Declaration of Presence (in the Other Fees section)** to your cart. You can skip all other sections (Custom Amount, Common Fees, Tuition and Fees).*

**Students will be given a Declaration of Presence “receipt.” You must save this receipt for the entirety of your stay in Italy and keep it with you when traveling.**



# Permit to Stay

If you are granted a visa **for more than 150 days**, you will be required to apply for a *Permit to Stay*. Your school abroad will assist you with this process upon your arrival in Italy, but there are important steps you must complete before your departure.

## What is the *Permesso di Soggiorno* or Permit to Stay?

The Permit to Stay is an endorsement granted by the Ministry of Internal Affairs that states that you have been approved to remain in Italy for the duration of your studies.

All citizens who do not belong to European Union/European Economic Area countries may enter Italy by presenting their passport and a study visa issued by the Italian Consulate in the geographic area of your legal, permanent address. All students who are non-EU/EEA citizens and obtained a visa for more than 150 days must apply for a Permit to Stay or *Permesso di Soggiorno*.

### 1 Prepare the Permit to Stay Request

Immigration Services Office at John Cabot University will facilitate the process of requesting the Permit to Stay by setting up mandatory sessions during on-site orientation. Students will receive an email on July 10 with instructions to complete before arrival.

[A payment of \\$216 \(this amount is subject to change\) through this link will be required for the Permit to Stay request.](#)

### 2 Post Office Appointment

Students will be required to attend a Post Office appointment during Orientation to submit their Permit to Stay request and obtain a Permit to Stay receipt. **You must bring your physical passport to your scheduled Immigration session at On-site Orientation in Rome.** Please refer to your John Cabot University Orientation schedule.

### 3 Fingerprinting

Students might also be required to attend a **mandatory fingerprinting** appointment with the local Italian authorities as part of the process, **if it is scheduled within the student's stay in Italy.** The appointment date is automatically assigned during the Post Office appointment and will be printed on the Permit to Stay receipt. John Cabot University Immigration Services Office staff will accompany students to this mandatory appointment.

### 4 The Permit to Stay Card

The Permit to Stay Card is typically issued roughly one month after the fingerprinting appointment. Students will be notified when the card is ready for collection, and you are required to pick it up in person from the local police station. Processing times may vary based on individual circumstances, so please be sure to connect with John Cabot University Immigration Office and the N.U.in program for any questions regarding the impact of any delays in this process.

## Important Reminders

Northeastern University and John Cabot University have no influence on the outcome of immigration applications, including the decisions and policies of Italian immigration authorities, no ability to inquire about an individual immigration application, or to expedite the process for an individual student. In addition, N.U.in employees are unable to provide legal advice to students or families concerning country-specific immigration requirements and/or application processes.

Students are responsible for completing all required applications for immigration permissions or registrations correctly and in a timely manner, and for obtaining any required permissions prior to the program start date. If the student cannot obtain valid permission in time for the program start date, please refer to the N.U.in Withdrawal Policy and contact the N.U.in office to discuss next steps.