

## Italian Embassy - Colombo

	<u><b>Study Visa</b></u>	<i>yes</i>	<i>no</i>	<i>n/a</i>
1)	<b>Application Form</b> (completed visa application signed by the applicant , applications of minors should be signed by both parents)			
2)	<b>Two recent passport size coloured photographs</b> (full face on white background , one photo attached to application)			
3)	<b>Current Passport and Previous passports</b> (if any) <ul style="list-style-type: none"> <li>- passport shall contain two blank pages</li> <li>- current passport shall be valid for a period of 90 days beyond the date of return to Sri Lanka</li> <li>- previous passports should be submitted at the interview</li> <li>- lost passports should be declared with a police report (translated into english and certified by the Consular Division - Ministry of Foreign Affairs Colombo)</li> <li>- photocopy of passport bio-page and any amendments</li> <li>- Copy of ID</li> </ul>			
4)	<b>Covering Letter</b> – self addressed by the applicant explaining the purpose of visit and travel plan.....etc			
5)	<p><b>General Study visa :</b></p> <ul style="list-style-type: none"> <li>- “Dichiarazione di Valore” (Declaration of Value) of the applicant’s educational /professional certificates duly legalized by the Consular office of this Embassy. (The University/Institute or School should advise in case it is not required)</li> <li>- Documented guarantees regarding the study course, professional formation or cultural activity undertaken.</li> <li>- Adequate financial guarantees regarding the means of sustenance. Not lower than the figures established by the Internal Ministry as per Article 4, comma 3 of the T.U. 268/1998 or a Scholarship from the Italian institution in this connection.</li> <li>- Acceptance of enrolment by the Italian School or University or Institution, stating duration of the course , course structure, accommodation, financial grants, ... etc.</li> <li>- receipt of payment of tuition fees</li> </ul> <p><b>Additionally for Research based Study visa :</b></p> <ul style="list-style-type: none"> <li>- If the study activity is purely research oriented and does not involve any paid professional activity/work, the inviting research institute should give a declaration that there is no recourse to work (autonomous or subordinate) and that the scholarship involves a re-imbursment of expenses and not a remuneration.</li> <li>- Kindly note that under the provisions of article 27 of the T.U. 286/1998 university professors and researchers who will undertake an academic task/job or a remunerative research activity with universities, institutes of instruction operating in Italy, will be issued a work visa (subordinate or autonomous as the case may be).</li> <li>- Whenever the formation activities involve practical intervention, an authorisation is required for the qualification of conducting professional study activities by the “Ministero della Salute” (Ministry of Health) which entail the exercise of health activities. Failing, a no objection (Nulla Osta) issued by the “Ministero della Salute” should be presented or a relevant declaration (Dichiarazione) from the Institution in Italy to be forwarded to the “Ministero della Salute” with a copy to this Embassy</li> </ul>			
6)	<b>Professional / Personal Financial status</b> <ul style="list-style-type: none"> <li>- letter from employer explaining purpose of visit, date of commencement of employment, professional status of applicant, leave approval confirmation, travel/additional expenses borne by..... etc</li> <li>- Letter from school/college/institute/university granting permission of academic leave</li> <li>- salary slips for the last 3 months</li> <li>- EPF , ETF contribution statements</li> <li>- personal bank accounts (current / savings / fixed deposit etc) for last 3 months</li> <li>- certified valuations for movable and immovable assets</li> <li>- Fideiussione bancaria(bank guarantee) in favour of the applicant prepared by a sponsor / insitute / university</li> </ul>			
7)	<b>Financial Sponsorship by 3<sup>rd</sup> Party</b> - in the event an applicant is financially supported by a third person then the sponsor should provide : <ul style="list-style-type: none"> <li>- Letter explaining his reasons for financially sponsoring the applicant</li> <li>- Proof of any family bonds</li> <li>- letter of employment / proof of business</li> <li>- bank statements for past 3 months (fixed deposits / current / savings account )</li> <li>- certified valuations for movable and immovable assets</li> </ul>			
8)	<b>Insurance</b> - Overseas Medical insurance for atleast 30 days, to be completed within the said 30 days with an undertaking that the student will enrol in an insurance scheme upon entering Italy.			
9)	<b>Foreign Exchange</b> <ul style="list-style-type: none"> <li>- letter from Bank stating the issuance of foreign exchange on receipt of visa</li> <li>- most recent credit card statement</li> </ul>			
10)	<b>Airline Ticket</b> - confirmed reservation issued by airline or travel agency			
12)	<b>Proof of Previous Travel</b> - photocopies of visas issued in the last two years by Schengen countries, UK, Ireland, USA, Canada,Australia and New Zealand			

**Note:**

- **The Embassy reserves the right to request further documentation at the interview if and when required**
- All documents should be provided in original accompanied with a set of photocopies in A4 size
- Documents in Sinhalese, Tamil or any other language must be presented with an official English or Italian translation and certified by the Consular division Ministry of Foreign Affairs Colombo or in case of non-Sri Lankan nationals certified by the respective Embassy / High Commission / Consulate based in Colombo

Comments

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Please sign below that you have read and seen this checklist

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**Applicant's Signature**  
**Date** ...../...../.....

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**Submission Officer**  
**Date** ...../...../.....