



## Consulate General of Italy Dubai

# APPLYING FOR A STUDENT VISA FOR ACADEMIC YEAR 2020/21

### STEP 1 - PRE-ENROLMENT PROCEDURE

#### WHERE TO APPLY: ONLINE

1	Register in the <a href="#">UNIVERSITALY</a> website and follow the instructions in order to complete the pre-enrolment procedures.
2	<p>Students who are enrolling in an AFAM institution cannot use the online procedure and will have to follow the standard procedure by booking an appointment with the Notary section of the Consulate General by writing an e-mail to <a href="mailto:vcons.dubai@esteri.it">vcons.dubai@esteri.it</a>.</p> <p>The day of the appointment at the Consulate, students will need to provide the following documents:</p> <ul style="list-style-type: none"><li>○ Two photographs (white background);</li><li>○ <a href="#">Form A bis</a> (for AFAM institutions) duly filled (except for the signature which is to be done in front of the Consular Officer);</li><li>○ Declaration of Value<sup>1</sup> or Statement of Comparability<sup>2</sup>;</li><li>○ Original certificate of the final academic qualification duly attested and Apostilled. If the country where you achieved your last qualification did not ratify the Hague Convention (<a href="#">check here</a>), students must provide a copy of the certificate, legalized and translated in Italian);</li><li>○ Acceptance letter from the University in Italy;</li><li>○ Cover Letter (mentioning the title and duration of the courses completed);</li><li>○ Copy of the passport.</li></ul>
3	Please note regardless of the University requirements, the Consulate General might ask the student to provide the Declaration of Value/Statement of Comparability.

<sup>1</sup> The "Declaration of Value" is a document that certifies the value of a qualification obtained in an education system other than the Italian one. It is drawn up in Italian and issued by the Italian diplomatic missions abroad (Embassies / Consulates) of the Country where the qualification was obtained (i.e.: for IB Diplomas DoV must be requested to the Italian Embassy in Geneva, for Indian curriculum the DoV must be requested to the Italian Embassy/Consulate in India).

<sup>2</sup> The "Statement of Comparability" is an alternative to the Declaration of Value and can be requested by visiting the [CIMEA](#) website. For UK curriculum you can also visit [NARIC](#) website.



## Consulate General of Italy Dubai

### STEP 2 - VISA APPLICATION PROCEDURE

WHERE TO APPLY: AT CKGS VISA APPLICATION CENTER ([www.it.ckgs.ae](http://www.it.ckgs.ae))

PROCESSING TIME: UP TO 90 DAYS

1	<a href="#">Application form</a> duly completed and signed.
2	One passport size color photo, white background, maximum 6 months old ( <a href="#">see specifications</a> );
3	A valid passport (and a copy) satisfying the following criteria: <ul style="list-style-type: none"><li>• its validity must be at least three months longer than the visa requested;</li><li>• it must contain at least two blank pages;</li><li>• it must have been issued within the previous 10 years;</li><li>• it must hold a valid UAE visa.</li></ul>
4	Copy of UAE Residence Visa valid at least 90 days from the intended return date.
5	Previous Schengen, USA, or UK visa copy;
6	Declaration of Value (or Statement of Comparability);
7	Pre-enrolment letter released by the UNIVERSITALY portal, or enrolment letter if in pre-enrolment is not required;
8	Copy of the final academic qualification duly attested and Apostilled. If the country where you achieved your last qualification did not ratify the Hague Convention ( <a href="#">check here</a> ), students must provide a copy of the certificate, legalized and translated in Italian);
9	Proof of sufficient means of subsistence. A minimum of € 459.83 for each month of the academic year (€ 5977.79 per year) is required. In order to comply the applicant can provide: <ol style="list-style-type: none"><li>1. Last 3 months bank statements of a personal or parents' account in the UAE;</li><li>2. Last 3 months statements of a personal or parents' international credit card;</li><li>3. Proof of a Bank account in Italy with last 3 months bank statements;</li><li>4. Evidence of other personal financial resources, economic guarantees provided by Italian institutions, by local Governments, or by foreign institutions considered to be reliable by the Italian diplomatic mission.</li></ol> <p><b>Note: Photocopies or online statements will be accepted only with original bank stamp.</b></p>
10	Proof of the availability of the financial means needed for repatriation (in addition to point 8).
11	Proof of adequate knowledge of the language in which the course is taught;
12	Proof of a suitable accommodation in Italy (Campus accommodation, rental agreement or a confirmed hotel booking of at least 30 days). In case of accommodation in a private house, the owner must provide a declaration of hospitality (dichiarazione di ospitalità) signed in front of a notary public.



## Consulate General of Italy Dubai

13	An international insurance covering the entire stay with full and unlimited coverage for hospitalization and medical coverage. Detailed table of benefit must be provided. Only individual policies must be provided, no family, group or company insurances are accepted. If the University is providing a Medical Insurance, applicant must then provide a medical insurance limited to the first month.
14	Copy of a confirmed flight booking.
15	If the student is a minor, a legal guardian in Italy must be appointed. Parents must contact the Italian Court (Tribunale) of the city where the student will be living and provide the name of a person to be appointed.

I understand that an application without a complete set of documents may result in the refusal of my visa application. The submission of a complete file does not guarantee the issuance of a visa. The passport will not be returned until the final decision on the visa is adopted. The Consulate General reserves the right to ask for a Personal Interview or any additional documents.

I also declare that I have read the information on the protection of personal data concerning the issue of visas pursuant to the General Data Protection Regulation (EU) 2016/679 available on the website <http://vistoperitalia.esteri.it>

I also understand that if a visa is granted, within eight working days of entry into Italy students must apply for the permit of stay ("*Permesso di soggiorno*") to the relevant Police Headquarter ("*Questura*"). The application must be filed through authorized Post Offices ("*Sportello Amico*"), using the relevant kit available in those post offices. Following to that, the student will receive an invitation letter with details of the appointment scheduled by the Police Headquarters. The day of the appointment 2 pictures will be required.

Date	Signature

Official use only