



International Education Partners

Via Ticino 18, 00198 Rome, Italy

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Student Visa Application Process (Application form for National Visa (D))

To successfully apply for a student visa to study at IEP Italy for a duration longer than 90 days, it is crucial for the students to have a comprehensive understanding of the student visa application process. This detailed guide aims to provide you with step-by-step instructions to ensure a seamless and successful application journey. By following these guidelines, you will be well-prepared to navigate the visa application process and increase your chances of obtaining a student visa for IEP Italy.

Required Documents/Other Requirements:

1. Passport:

- Check that your passport is valid for at least 18 months from the date of visa application.
- Your passport must have at least two blank pages for visa stamping.
- Include any previous passports, if applicable.

2. Passport-size Photographs:

- Obtain two recent passport-size photographs (35x45mm) with a white background.
- Your facial expression should be neutral, and you should avoid wearing accessories or clothing that obstruct your face.

3. Offer and Visa Letters from IEP Italy and CIRPS:

- Obtain the Offer letter from IEP Italy.
- Visa letter will be issued by a CIRPS member university after the payment of the fee deposit
- The letters will outline the details of your course, duration, and any specific requirements.

4. Academic Documents:

- Gather your academic documents, including transcripts and certificates.
- Your recent CV and a cover letter, explaining your intention to study your chosen course and why have you chosen Italy as your study destination.



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- Include your Bachelor's degree transcripts and certificate if you are applying for a Master's programme.
- Include your High school (Plus 2) certificates and transcripts as well.
- If the documents are not in Italian, have them translated and attested/notarised.
- Include a **Declaration of Value (DOV)**, which is a certificate that verifies the equivalence of your academic qualifications to the Italian education system. DOV is required for the visa application.
- Please refer to the separate **IEP Declaration of Value (DOV)** document for detailed procedure

5. Pre-Enrolment Form from Uni Italia:

- Visit the Universeltaly website to access the pre-enrolment form. Click on **Pre Register Now**. You will need to create a login by registering and providing some additional details.
- Fill out the form accurately, providing all the required information.
- The pre-enrolment form is a crucial step in the visa application process as it confirms your intention to study at IEP Italy.
- The form typically requires personal information, educational background, and programme details.
- Ensure that you select the correct programme and indicate the duration of your intended study.
- Carefully review all the information entered before submitting the form.

6. Financial Documents:

- Provide proof of financial means to support your studies and stay in Italy.
- Demonstrate access to sufficient funds, €6,100 for one academic year. Any remaining course fees must also be included e.g. €5,000 will be added on top of the €6,100



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- Bank statements for the last 6 months signed and stamped by the bank. The justification for the source of funds may also be sought by the visa authorities.
- ITR document for the last 3 years either for yourself or your sponsor.
- Proof of Employment (if applicable) e.g. salary slips etc
- In case of using a sponsor i.e. your parents, a letter (On Rs 100 stamp paper) will be required along with a certified copy of their identity document

7. Health Insurance:

- Obtain comprehensive health insurance coverage for the duration of your stay in Italy for at least €38,000 annually.
- The insurance should provide coverage for medical emergencies and repatriation.
- [List of insurance companies approved for Schengen visa procedure](#)

8. Accommodation Details:

- Provide documentation of your accommodation arrangements in Italy, this may include a lease agreement, confirmation from a student residence, or a letter of invitation if staying with a host.
- At a minimum 30 days' worth of accommodation booked and paid for will be required. This may be arranged via Agoda or Booking.com
- Alternatively, IEP will provide a separate letter for the accommodation arrangements, the letter will specify the amount paid for the accommodation.

9. Flight Itinerary:

- Provide a copy of your flight itinerary or reservation showing your intended travel dates to Italy.
- An extra €2000 in the bank account is required if the flights aren't booked at this stage.



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10. Proof of Fee Payment:

- Submit proof of payment of any required application fees or tuition fees to IEP Italy.
- IEP Italy will issue a separate fee receipt.

11. Italian Embassy and Consulate Jurisdictions in India

- Embassy of Italy, New Delhi: Residents of New Delhi, Haryana, Himachal Pradesh, Jammu & Kashmir, Punjab, Rajasthan, Uttar Pradesh, Uttarakhand and Chandigarh
- Consulate of Italy in Mumbai: Residents of Andhra Pradesh, Chhattisgarh, Madhya Pradesh, Goa, Gujarat, Karnataka, Kerala, Maharashtra, Tamil Nadu, Daman and Diu, Dadra, Nagar Haveli, Lakshadweep, and Pondicherry
- Consulate of Italy in Kolkata: Residents of the States of Assam, Arunachal Pradesh, Bihar, Jharkhand, Manipur, Meghalaya, Mizoram, Nagaland, Orissa, Tripura, Sikkim and West Bengal, the Union Territory of the Andaman & Nicobar Islands and Nepal.



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Step-by-step Application Process for Italy Student Visa, National Visa (D):

1. Application:

Once you are ready to apply, you can download the [Visa Application Form](#), complete it, print the completed form, and bring it with you to the Visa Application Centre for submission.

- Ensure you submit documents in Italian. Documents which aren't in Italian must be translated into Italian. The translation should be via a certified translator.

2. Appointment at the nearest VFS Centre

- Once your documentation is ready, you need to [book an appointment](#) to submit your documents and have your fingerprints and photo taken at a Visa Application Centre. This is known as your 'biometric information'.
- Once you've booked your appointment, you'll receive an appointment confirmation email along with an attached Appointment Confirmation letter.
- Pay a fee of 50 Euros

3. Visit the Visa Application Centre (VFS) and Document submission

- You'll have to submit your complete visa application form at the Visa Application Centre in person.
- Submit all the required documents as outlined above, make photocopies of all the documents for your records.
- Submit the original documents and **attested** copies
- Provide your biometrics as directed by the VFS staff

4. Visa Interview:

- Attend the visa interview, if required. This may likely happen on the day of your VFS document submission appointment
- Prepare for the interview by familiarising yourself with the details of your course, your motivations for studying in Italy, why you have chosen IEP Italy and your future plans.



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5. Visa Processing:

- The processing time for the Student visa application may vary. It can take from two weeks to 45 days or longer.
- Track the status of your application through the online tracking system, if available.

6. Visa Collection:

- Once your visa application is approved, collect your passport and visa from the Visa Application Centre or the Embassy/Consulate.