



ABADIR

INTERNAZIONALE

EU and non-EU
students

Before departing all the students have to get themselves aware of the Italian laws about the residency permit.

Students who are citizens of the European Union (EU), Switzerland, Norway, Liechtenstein, Iceland, Andorra, Monaco, The Republic of San Marino, Vatican City, and countries not subject to visa requirements for short-term stay (Andorra, Argentina, Australia, Brazil, Brunei, Canada, Chile, South Korea, Costa Rica, Croatia, El Salvador, Japan, Guatemala, Honduras, Hong Kong, Israel, Malaysia, Macau, Mexico, Monaco, Nicaragua, New Zealand, Panama, Paraguay, Singapore, The United States, Uruguay, Venezuela) may enter Italy for stays of up to ninety days, for reasons of study or other, without having to request a student visa. The entry and residence of students with citizenship outside the European Union (non-EU) is governed by the "Testo Unico delle disposizioni concernenti la disciplina dell'immigrazione e norme sulle condizioni dello straniero" ("Consolidated Laws Regarding Immigration and Norms on The Terms and Conditions of Foreigners") Legislative Decree n. 286 of 25 July 1998, available on the Home Office website.

STUDENTS WHO ARE CITIZENS OF THE EUROPEAN UNION

*Exchange students or those enrolled
in individual courses*

Exchange students (Erasmus and those from other host agreements) who wish to remain in Italy for a stay of more than three months, but still on a temporary basis, are permitted to do so as long as they have a valid ID enabling them for travel abroad.

Students enrolled in study programs

Students who are enrolled in study programs and who wish to remain in Italy for more than three months for a non-temporary stay must register at the office of Vital Statistics in the city in which they live and study.

STUDENTS WHO ARE NON-EU CITIZENS

Students from Schengen countries and citizens of countries not subject to visa requirements for short-term stay who wish to remain for no more than 90 days are not required to obtain a visa. However, students from other countries must obtain an entry visa for stays of up to 90 days. (Students can obtain information as to whether it is necessary to apply for a visa at: <http://vistoperitalia.esteri.it/home/it>. Select as the reason for your stay: "STUDY - EXCHANGE AND MOBILITY PROGRAMME"). It is also possible to contact the nearest Italian Embassy located in the country of origin. This should be done well in advance.

For all longer stays (over 90 days), a non-EU student must obtain a student visa, even if he/she is a citizen of a country that is not subject to a visa requirement for transit or short-term stays.

BEFORE DEPARTING

How and where to apply for a visa

Visas are issued by Italian Embassies and consulates in the state of origin or permanent residence of foreigners. Foreign-students who are already in Italy can not be issued a visa nor can they obtain a visa extension.

The visa application must be accompanied by a passport-size photo, a valid travel document and, where required, the documentation/forms specific to the type of visa requested. Foreign-students must indicate:

- purpose of the journey;
- financial means available for the journey and stay;
- housing conditions.

Health Insurance

EU citizens can benefit from healthcare only if they are in possession of the European Health Insurance Card. Non-EU students must obtain private health insurance. If health insurance is purchased in the country of origin before departure, it must be brought to the Embassy of Italy along with the documents needed to obtain a visa and must be stamped to certify validity. Without this stamp from the Embassy, once in Italy, the purchase of new insurance may be necessary as foreign insurance that is not validated by the Embassy can not be accepted as a means of obtaining a residence permit.

Accident Insurance

Abadir Academy provides liability insurance to all traveling students and is limited to educational / training activities.

UPON ARRIVAL IN ITALY

Declaration of presence

Outside the European Union (non-EU) exchange students, intending to stay in Italy for less than 90 days, must submit a declaration of presence (there is no need to request a residency permit).

For any student arriving in Italy from a country that is not part of the Schengen Area, the standard Schengen stamp affixed to the passport during border control replaces the declaration of presence. Any student, however, who enters Italy by way of a country in Schengen Area, must submit the declaration of presence within 8 days from entry into Italy to the central Police station located in the Province of the student's temporary place of residence. For any foreign student staying in a hotel, a declaration made by the hotelier and signed by the foreign student may serve as a declaration of presence. Students are requested to keep a copy of the submitted declaration of presence in their possession at all times, as it can be used in case of a police inquiry.

Residency permit for a period exceeding 90 days

Residency permits can be obtained from designated post offices (Sportello Amico) that provide packets containing all necessary forms and fill-out instructions.

Once all forms are successfully filled out and signed, students must then proceed to a designated post office (Sportello Amico) and submit:

- the forms in an open envelope;
- a 16,00 Euro tax stamp (marca da bollo);
- original passport, copies of its pages containing personal data, visa and entry stamps, and copies of any other pages with visas and stamps of previous entry and exit;
- a copy of the insurance policy against the risk of illness and / or injury;
- a copy of the letter of invitation issued by the University of Bologna and presented to obtain a visa at the Italian Embassy abroad endorsed by the Embassy itself;
- the arrival declaration at the University of Bologna, issued by the Office of International Relations at Check-in.

In addition, when submitting the application to the post office, foreign students will also need to:

- fill out a payment form (postal) for the electronic residence permit. The price for a student residence permit for a stay of over three months is 110,46 Euro.
- fill out a registered mail form for shipping the packet. The price is 30,00 Euro.

At the post office, an appointment with the Foreign Office of the Police station responsible for photo identification operations will be scheduled. It is very important to keep this appointment. The residency permit is issued for the same reasons and for the duration indicated on the visa. If health coverage has a shorter duration than the visa, the duration of the residency permit will be equal to that of health coverage.

Finally, the foreign student will need to report his/her correct address to the post office as the Police will send any notices or summonses to the address indicated if any problems concerning the issuance of a residence permit arise. It is important that the first and last names are properly listed on the intercom/mailbox. Students are reminded to keep the receipt issued by the post office as in the event of a police inquiry there is evidence that a regular request for a residency permit was made.

After having already kept the appointment at the police station, students can learn the status of their request for issuance/renewal by entering the file number given to them during the appointment or the insured mail number (the password written on the receipt provided by the post office) on the website of State Police.

Upon pick up of the residency permit, students must send a copy (by post or e-mail) to the Office of the Academy of International Relations.



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