

GUIDELINES FOR FOREIGN STUDENTS: BEFORE LEAVING HOME

Visa application

Non EU students are required to apply for a student visa. Be sure to submit for a multiple entry Schengen Visa if you are visiting other European countries in the Schengen Area (Austria, Belgium, Denmark, Estonia, Finland, France, Germany, Greece, Iceland, Italy, Latvia Lithuania, Luxembourg, Malta, Netherlands, Norway, Poland, Portugal, Czech, Republic, Slovakia, Slovenia, Spain, Sweden, Hungary). You should start your visa application process as soon as possible since the procedures can require a considerable amount of time. To obtain a student visa you need to go in person to the Italian Embassy or Consulate in your home country. They will also provide you with a list of the necessary documents. To obtain a study visa selected applicants must submit the required documents to the Italian Embassy/ General Consulate in their country. These documents must be certified through the "legalizzazione" and translated into Italian, together with the "*Certificazione di valore*". Please also visit MiUR's English website www.study-in-italy.it (also available in Spanish at www.estudiar-en-italia.it).

For additional information please see: www.esteri.it/visti/index_eng.asp.

Embassies or Consulates have the authority to request any other type of document if they deem it necessary. To obtain Visa embassies can request a VISA INSURANCE which is buyable in a travel agency.

When the documents requested are related to the Scuola Superiore Sant'Anna, please contact the International Relations Office (iro@sssup.it). Usually the Embassy will contact the International Relations Office directly to request specific documents

Ponte di Mezzo



Piazza dei Miracoli



How many kinds of visa are available?

Only for non-EU students.

"C" visa (short term): has a validity of maximum 90 days and cannot be converted or extended.

"D" visa (long term): has a validity of more than 90 days. Non-EU citizens in Italy for over 90 days require a "stay permit" (*Permesso di Soggiorno*).

Multi-entry visa: allows you to go back to your country and to re-enter Italy even without the Italian stay permit, provided you do not travel through other Schengen States and you pass through the same border. Air stops are allowed only if there are no direct flights. The visa also indicates the overall maximum amount of days that you can stay in Italy. A National visa does not allow you to leave and re-enter Italy unless you have a valid Italian stay permit.

Schengen visa allows you to move around in the Schengen Area (Austria, Belgium, Denmark, Estonia, Finland, France, Germany, Greece, Iceland, Italy, Latvia, Lithuania, Luxembourg, Malta, Netherlands, Norway, Poland, Portugal, Czech Republic, Slovakia, Slovenia, Spain, Sweden, Hungary) for up to 90 days as a tourist only.

Tourist visa has a 90-day-validity and cannot be converted nor extended. A tourist visa can be issued only once every 6 months.

D+C (Schengen) Allows you to move around in the Schengen Area for up to 90 days within the first validity period of the D visa.

I am married: can I also get a visa for my family?

You can apply for visa for your family (spouse, dependent children) at the Italian Embassy or Consulate in your home country. In order to foster family cohesion, if you hold an entry visa for full-time self-employment, for study or religious reason, you can enter Italy with any family members that qualify for entry (see below).

Relatives accompanying a foreign national holding an entry visa are required to comply with the same procedures and submit the same documents as for a family reunion (see the next paragraph). Application for entry clearance for a family member can be submitted by proxy. Please note that accompanying relatives cannot work or study in Italy. It is also not possible to change your visa status once you are in Italy.





S. Anna Church

Can my family join me when I am already in Italy?

Yes, you can apply for a "family reunion" (*ricongiungimento familiare*), as follows:

Conditions of application: A foreign national, who is the holder of an EC Long-Term Stay permit or of a stay permit for subordinate work, self-employment, asylum, study, family or religious reasons, valid for at least one year, can apply for family clearance for family members.

Family members concerned: the spouse; children under 18; dependent children over 18, in cases where they cannot provide for their keep due to serious health conditions resulting in permanent inability to earn a living; dependent parents who have no adequate family support in the home country.

Sportello Unico (Immigration Front Desk, at the "Prefettura"). If the above-mentioned conditions are met, application forms for entry clearance (*nullaosta*) will be submitted or sent to the appropriate Sportello Unico with the necessary documentation concerning adequate accommodation and required minimum income, together with a photocopy of the person's passport and stay permit.

The following documents also need to be submitted: photocopy of the identity card of the proxy; proxy for an Italian national or a foreign national legally residing in Italy. The proxyform, which is available at the Italian Consulate, should be completed and signed before the official of the Italian Consulate by the foreign national who has already been granted an entry visa for the above-mentioned.

The family member needs to submit supporting documentation with regard to the family relationship, a child who is still a minor or health conditions, to the Italian Consular Authority in their country of residence.

A receipt of the application and documentation received is then provided by the *SportelloUnico*.

If all requirements are satisfied, the Sportello Unico issues an entry clearance within

90 days of application or rejects the application and informs the Italian Consulate. Should the *Sportello Unico* not issue an entry clearance within 90 days of application, the family member needs to submit a copy of the receipt of the application and any relevant documentation which was submitted to the Sportello Unico by their relative to the Italian Diplomatic or Consular Authority abroad.

Within eight days of arrival in Italy, the family member is required to go to the Sportello Unico where the entry clearance was issued. A form is then provided together with an application form for a stay permit. Failure to comply means that the foreign national will be considered as illegally staying in Italy.

A stay permit for family reasons entitles the holder to take on subordinate work or self-employment, to be granted access to education and to health care provided by the National Health Service.

Issue of a stay permit: once the application form has been provided by the Sportello Unico, the family member is required to send the aforesaid form via a post office. The relevant receipt with two personal identification codes (user ID and password), issued by the post office, will allow the foreign national to follow the status of their application on the website www.portaleimmigrazione.it

The Questura (Central Police Station) will notify the foreign national of the date they need to go to the Questura to submit their photos and be fingerprinted, at the address and mobile phone stated on the application form. They will also inform them of the subsequent date to collect their stay permit.

PLEASE NOTE: A foreign family member of an Italian or EU national is not required to apply for entry clearance at the Sportello Unico, but can apply for an entry visa directly at the Italian Embassy.

Prefecture 



When should I arrive in Pisa?

Although you can come to Italy anytime after obtaining your visa, the arrival date will depend on the starting date of the course you are attending. We would discourage students from coming to Pisa in August, when most of the Scuola Superiore Sant'Anna offices are closed for the summer vacation.

I have obtained my Visa: how do I get to Pisa?

Pisa is easy to reach both from other parts of Italy and from abroad:

By car: from Genoa or Milan take the A12 Genova-Pisa highway. For arrival from Rome, take the A12 Roma-Civitavecchia highway and the E80 expressway. From Florence take the A11 Firenze-Mare highway or the Firenze-Pisa-Livorno expressway.

10 By train: If you are arriving from Rome you can take a direct train to Pisa. Alternatively, you can take a train from Rome to Florence, and use the train service linking Pisa and Florence (takes about one hour). If you are arriving from Milan, you should take a train to Florence, where you can get a connection to Pisa. Pisa is also on the Rome-Genoa line with frequent trains in both directions. Pisa Central Station is a 15-minute walk from the Scuola, which is on the south side of the river Arno. For more information please visit: www.trenitalia.it

12 By plane: Galileo Galilei International Airport is located in Pisa. It is the most important airport in Tuscany, connecting the city with major Italian and European destinations. The airport is just one kilometre from the city. There are connections to the city both by train and bus. The train goes directly to Pisa Central Station; bus line 1 passes through the city centre to Piazza dei Miracoli. The taxi rank is located in front of the airport exit. A "Collective Taxi" service is available from the airport to Pisa Central Station and Piazza Duomo. These taxis take a maximum of eight people with a set rate per person. For more information: www.pisa-airport.com





11 City bus service: The bus company (CPT) serves the city with many local bus routes and even routes connecting Pisa with the main seaside resorts such as Tirrenia, Marina di Pisa, Marina di Vecchiano and Viareggio (you can find time tables in the CPT office located in Piazza Sant'Antonio, close to the central train station). Within the city there are three main bus routes identified with 3 colors: LAM rossa (LAM red), LAM verde (LAM green) and LAM blu (LAM blue). These Lam lines run about every 10 minutes. The most useful for tourists is the LAM rossa/red that connects Pisa airport, the train station and Piazza dei Miracoli (where the leaning tower is located) distant five minutes walk to/from the Scuola. The Bus company CPT is located in Piazza Sant'Antonio, near the Central Railway Station, for further information please visit: www.cpt.pisa.it/orari/urbano.htm

Bus Station, Piazza Sant'Antonio **11**

