



## TLSCONTACT VISA APPLICATION CENTRE – LEBANON

### LIST OF DOCUMENTS

#### STUDY (MORE THAN 90 DAYS)

You wish to go to Italy for study purposes and will stay more than 90 days.  
Every course that is not listed in the pre enrolment visa type (check the visa type)  
Should be considered as long stay study

All documents should be translated into English, French or Italian.

The application must be submitted at least 30 days before the intended travel date. Failing to do so may result in the application to be returned. Please note that an application without a complete set of documents may result in the refusal of the visa application.

Applicants should lodge their visa applications in their country of residence.

### GENERAL DOCUMENTS FOR ALL APPLICANTS

**Long stay National visa application form**

Long Stay visa application forms duly completed and signed by the applicant (or the legal guardian for children) in the adequate place (fields 32 and 34), original [Download](#).

Note: it is preferable that you provide the application form typed and printed out rather than filled by hand.

**Two identical ID photos**

Two identical ID photos less than 3 months old and meeting set standards. Size 3.5 cm x 4.5 cm, with white background, taken within 3 months.

**Checklist: This checklist is mandatory and should be filled by each applicant. [click here](#)**

**Checklist for students: This checklist is mandatory and should be filled by each applicant [click here](#)**



**Passport**

Passport, original.

A private passport or official travel document whose expiry date is at least three months longer than that of the visa requested, with two blank visa pages with the mention “visa” to affix the visa sticker.

It should be issued in less than 9 years and 9 months after the expiry date of your requested Schengen visa. The photo used on the passport must resemble its holder when submitting the file.

Passport, copy.

One Copy of the passport page containing personal identity information, one copy of the page containing the validity extension information, and all the pages which contain Schengen visas issued during the last 10 years with all the stamps.

**Insurance (original and copy)**

Insurance policy (Travel insurance) for at least three months from the day of arrival in Italy, minimum coverage 30,000 Euros.

**University or school enrolment or pre-enrolment certificate (signed and stamped)**

Enrolment or pre-enrolment in the course to be followed in Italy with specifications of the length of the course, language of the course, payment of 30% of the fee if required.

**Previous school diploma or equivalent/proven professional experience in the area if the study course**

**In case of post-graduate applications** (master's degrees, doctorates, specializations, training programmes) at Italian Universities, public or private, authorized to award qualifications having legal value: **Bachelor Degree Certificate.**

**In case of Mobility/Exchange** (approved or authorized programmes of Exchange/ partnership/ mobility resulting from national or European programmes (including Erasmus Plus), and collaborations between academic, scientific and educational establishments, and within the framework of agreements, conventions and implementing protocols with foreign universities): **letter from both the Universities confirming the period of the exchange program.**

*Please notice that we will not give back any submitted document, therefore we suggest not to bring the original diploma.*

**Certificate of Language proficiency**

*At least to B2 level of the language in which the course is taught (or confirmation by the University/school of the language level)*



### **Proof that the applicant has sufficient means of subsistence for their stay in Italy:**

- Personal or parents bank account statement** with official stamp from the bank, showing movements of the last three months period, and issued less than 1 month ago. In order to be taken into account, the bank account should be useable abroad (i.e. fresh/ external usd/euro account), with a credit balance sufficient to cover the costs of the stay. The bank statement issued from Lebanon should be original, and can be a copy if from abroad.

**It can also be included salary personal or parents' salary documentation, pays lips, company circular and registration certificate, etc.**

*Note: If the statement refers to another person (family member, close relative or a person legally residing in Italy), a [taking in charge](#) legalized by a notary, or signed in front of a TLScontact agent is required together with a copy of the sponsor's ID.*

- an adequate Scholarship granted by an Italian institution and/or an Italian entity of proven credit, including universities.**
- A Curriculum Vitae (résumé)**

- A suitable accommodation in the Italian territory**

A minimum 30 days reservation in a hotel/Airbnb, or a rental contract or invitation letter together with a copy of the hosting person's ID or of his permit of stay if he is a foreigner resident in Italy.

- Family Statement**

Original, copy and translation, issued within the last 3 months.

### **MINORS**

- IN CASE OF AN UNDERAGE STUDENT: a travel authorization** signed by the legal guardians and an **entrustment to a legal guardian in Italy**, signed by a notary and duly translated to Italian

### **FOR NON-LEBANESE NATIONALS RESIDING IN LEBANON/SYRIA**

- Resident Permit:** a copy of a resident permit valid at least three (3) months after the return date from the Schengen area.

- Work Permit:** a copy of a work permits valid at least three (3) months after the return date from the Schengen area, if applicable.

- Proof of entry to the Lebanese territory:** Proof of entry to the Lebanese territory, copy. This document can be a stamp on the passport or the white entry card if you cross the border with your ID.





