



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
All documents must be issued or translated into the following languages: English, French or Italian.*

GENERAL DOCUMENTS FOR ALL APPLICANTS

Two long stay national visa application forms

Two long stay national visa application forms duly completed and signed by the applicant (or the legal guardian for minors) (In the signature box at the bottom of the third page), original [Download](#).

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

Three identical ID photos

Three 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. [More information](#).

Passport

Passport, original

A full national private passport or official travel document valid for at least 15 months from the moment of submission of the visa, with two blank visa pages with the mention “visa” to affix the visa sticker. 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 at the time of 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 stamp***



Health Insurance

Insurance, original

- Insurance policy (Travel insurance) for at least three months from the day of arrival in Italy, minimum coverage 30,000 Euros.
- Once in Italy, the students are required to obtain an annual health insurance, which they will present alongside all the documents required for the study-staying permit.

Insurance, copy

Resident permit

Resident Permit, copy

A copy of a valid resident permit beyond the return date from the Schengen area for foreign applicants residing in Lebanon or in Syria

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.

University or school pre-registration certificate (signed and stamped)

University or school pre-registration certificate (signed and stamped), copy.

Lebanese personal bank statement

Lebanese personal bank statement covering the last three months, and issued less than 1 month ago, with a credit balance sufficient to cover the costs of the stay, original (Stamped from the bank)

A Bank certificate is not accepted

If the bank statement is from abroad ,the original one must be provided.

If the statement refers to another person (parents, brothers and sisters only), 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. In case of submission of a "savings account statement", the copy of the savings account should be truly certified and up-to-date.

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. Should the credit



card be rejected, payment can be made through bank transfer.



Family Statement

Family Statement, original

Or the transcript of the birth certificate. This document should be issued within the last 3 months

Family Statement, copy

Family Statement, translation

Scholarship certificate (applicable for scholarship candidates),

- An adequate Scholarship granted by an Italian institution and/or an Italian entity of proven credit, including universities specifying the duration and the financial retribution (a minimum of 600 euros for each month) copy

Bank warranty/credit bank letter

- [*Bank warranty/credit bank letter*](#), valid in Italy (account in the name of the student), for a monthly amount of € 600 starting from September 1st 2021 until June 30th 2022 (equal to € 6,000 for the entire academic year).
- As an alternative, we may also accept a warranty issued by any bank in Europe, USA or Canada in which it certifies that a relative has put at the disposal of the student at least 6,000 € per year (withdrawals of at least 600€/ month)
- If the bank is located in a country other than the above-mentioned ones, the Embassy will assess each application on a case by case basis.
- Self-declarations are not accepted.
- Copies of the money are not accepted

Minors

a legal act of consent/ act of entrustment

- A legal act of consent signed by both parents or by the legal guardians (in case of death or divorce) duly legalized by a notary, together with a copy of both parents' ID/passport.
- In case one of the parents is abroad, the act of consent should be legalized by the Italian Embassy abroad or by the Lebanese Embassy abroad and also legalized by the ministry of foreign affairs in Lebanon(original).
- In case one the parents' is deceased, a custody certificate is mandatory in Arabic + translation.
- In case the student will not be accompanied by his legal guardians, an Act of entrustment for minors duly legalized by a notary, together with a copy of both parents and the third person's (close relative) ID/passport/valid visa.



STUDENTS

- The last obtained diploma or equivalent if the diploma has yet been issued (school or university certificate)**

The last obtained diploma or equivalent if the diploma has yet been issued (school or university certificate), recent, copy + translation

MINORS

- A legal act of consent**

A legal act of consent signed by both parents or by the legal guardians (in case of death or divorce) duly legalized by a notary or signed in front of a TLScontact agent (original), together with a copy of both parents ID/passport/valid visa.

*In case one of the parents is abroad, the act of consent should be legalized by the Italian embassy abroad or by the Lebanese embassy abroad and also legalized by the ministry of foreign affairs in Lebanon(original).
In case one of the parents is deceased, a custody certificate is mandatory in Arabic + translation.*

- An Act of entrustment/Acceptance letter of responsibility for minors traveling with a third person**

An [Act of entrustment/Acceptance letter of responsibility](#) for minors traveling with a third person signed by both parents and the third person, duly legalized by a notary or signed in front of a TLScontact agent (original), together with a copy of both parents and the third person's ID/passport/valid visa.