



TLSCONTACT VISA APPLICATION CENTRE – LEBANON

LIST OF DOCUMENTS

Pre-enrollment visa

**ALL DOCUMENTS MUST BE TRANSLATED INTO THE FOLLOWING
LANGUAGES: ITALIAN, ENGLISH OR FRENCH.**

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

- **Three identical ID photos**

- *Size 3.5 cm x 4.5 cm, with white background, taken within 3 months and meeting set standards.*

- **Passport**

- *Original:*

A full national private passport or official travel document valid for at least 15 months after the day you plan to leave your country of origin, 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.

- *Copy: two copies of the passport page containing personal identity information (in color if possible), 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**

An insurance policy (Travel insurance) for at least 3 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.

- **Proof of pre-enrollment at the University and, cover page “pre-iscrizione universitaria”**

- *Confirmation mail sent by the University website and acceptance/enrollment letter from the University.*

- **A document certifying the knowledge of the chosen studying language [click here for the details](#)**

- **Financial guarantee:**

The student must prove the availability in Italy of an amount of at least 6.500 euros, starting September 1st, 2022 until June 30, 2023 (equal to the minimum financial guarantee required + the average cost of a plane return ticket).

The availability of this means of subsistence must be proven by:

- *A current account statement from a personal "fresh" current account that can be accessed from Italy, covering the last 3 months*

Or:

- *A current account statement from one of the parents' "fresh" current account that can be accessed from Italy, covering the last 3 months*

With 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

Or:

- *A current account statement from a current account covering the last 3 months provided by an Italian or by a foreign citizen legally resident in Italy (NOT a student). With 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*

- *Or:*

An adequate Scholarship granted by an Italian institution and/or an Italian entity of proven credit, including universities.

Kindly note that If the bank statement is from abroad, the original one must be provided

- **Documents showing the previous studies and /or work**

- **Documents showing the general socio-economic situation of the Parents:**

the parents bank statements+taking in charge, proof their of occupation, deeds of ownership, etc.

- **Round-trip flight ticket booking**

- *Round trip ticket should be with "Open" formula, valid until July 31st, 2022*

📄 *(you must prove its possession when applying for visa).*

- **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.*

- **FOR 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 and acceptance of responsibility for minors duly Signed by both legal guardians and the third person legalized by a notary, together with a copy of both parents and the third person's (close relative) ID/passport/valid visa.*

• **Family Statement**

- ☒ *Original of Family Statement and translation. This document should be issued within the last 3 months(no legalization required)*

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(For Syrian passport and resident in Syria)

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.

N.B.: The Visa Office has the right to require any additional document deemed necessary.