

GONZAGA STUDENTS: GIF VISA INSTRUCTIONS – SPRING 2022

Critical Information

- All GIF participants are required to obtain an Italian **STUDY** visa. If you are a non-US citizen OR have dual citizenship, contact the Florence Advisor, Erin Schultheis, to confirm if you need one.
- All the below items are due at your visa appointment. If you don't turn in your items in a timely manner you may be responsible for travelling to San Francisco to submit your visa application in person.
- If you are going to be travelling during Thanksgiving break and requiring your passport (e.g. to Canada, Mexico, anywhere else international), you need to notify Erin ASAP so we can plan for when to apply for your visa.

Instructions

1. **SIGN UP for a GIF VISA APPOINTMENT** on [Erin's online calendar](#) for October 12th or 13th.
2. **PRINT** the following documents:
 - [Visa Application Form](#)
 - [Affidavit of Financial Support](#) (if applicable – see below)
3. **BRING** the items below to your Visa Appointment (October 12th or 13th) that you've signed up for:
 - ✗ **COMPLETED VISA APPLICATION FORM.** WHEN IN DOUBT, LEAVE IT BLANK. Watch this [VIDEO](#) to assist.
 - ✗ **ORIGINAL PASSPORT.** Picture page must be signed, have 2 blank pages for the visa to be affixed, and be valid until November 2022.
 - ✗ **COPY OF PASSPORT PICTURE/SIGNATURE PAGE**
 - ✗ **PASSPORT PHOTOS.** Purchase and obtain 8 passport photos. This can be done through the Center for Global Engagement (CGE) or an area business such as AAA, Walgreen's, FedEx, etc. Visit [your GIF application online](#) and click [GIF Passport Photos](#) for more information and instructions to purchase/select an appointment time in CGE.
 - ✗ **BANK LETTER.** See [Sample Bank Letter here](#). *Additional samples available—email Erin; contact information is at bottom.* This can either be done by the student or parent. Requirements:
 - Original document (not faxed/scanned/emailed) on bank letterhead
 - Current exact balance over \$4,000; can combine multiple accounts
 - Exact day of the balance
 - Account holder's name (if **not** the student's name, affidavit of financial support required)
 - Account holder's address
 - [Preferred but not required] Addressed to Consulate General of Italy in San Francisco
 - [Preferred but not required] Signed by a bank official
 - ✗ **(if applicable) AFFIDAVIT OF FINANCIAL SUPPORT.** See [Sample Affidavit of Financial Support here](#). Only complete if Bank Letter is NOT in the student's name. The person completing the affidavit must be the owner of the bank account who is listed on the bank letter.
 - Original document (not faxed/scanned/emailed)
 - Notarized
 - Photocopy of valid government ID (e.g. driver's license, passport) for person providing financial support
 - "Relevant financial documentation" refers to the bank letter
 - Program dates are: 11 January 2022 to 23 April 2022
 - ✗ **COPY OF DRIVER'S LICENSE and GU ID on the same page**
 - ✗ **Visa Fee Payment.** The fee to apply for the visa is \$59.00. Money order is the only acceptable form of payment. You can obtain a money order at many retailers and banks. Full details for this are in the update email sent October 1st, 2021.
 - ✗ **PAY ON CASHNET FOR POSTAGE.** Your passport and accompanying documents will be returned to the study abroad office from the Consulate in a trackable, insured Priority Express envelope. [Pay for your envelope here](#). If you don't pay it prior to your visa meeting, iPads will be available for you to pay it then. You will pay \$26.35 total—you do NOT need to pay any additional postage.