

## VISA APPLICATION SINCE 2020

You should submit your visa application through University web site: <https://www.universitaly.it/index.php/>

### UNIBS shortly reminds you the steps to be carried out

1. Firstly PhD enrolled students must register at <https://www.universitaly.it/index.php> to get their own credentials.
2. Secondly you have to login and fill in the online form (STEP A) with your personal data.
3. The third step (STEP B) requires PhD enrolled students to upload a personal passport photo and a soft copy of their passport before indicating the Country and the Italian Embassy / Consulate where you will perform the visa process, and the reason for your application.
4. Then you must select the Italian university where you are going to study, including the type and name of the study programme concerned (i.e. PhD Course/Programme in...). The language box enables you to filter the courses and curricula taught in the chosen language.

The correct answers are the following:

FIELD	ANSWER
INSTITUTION	Università
INSTITUTION NAME	Università degli studi di Brescia
COURSE TYPE	..... Here you should specify that you are a PhD student regularly enrolled in a PhD Course at UNIBS.
COURSE NAME and COURSE CURRICULUM	select the name of the study programme and of the curriculum also (if provided)
COURSE LOCATION	Brescia
ID account	leave it blank or write your surname and name

5. In the last step (STEP C) PhD enrolled students must upload soft copies of the qualifications useful for admission: e.g. Your current University Degree.

**We strongly recommend you pay attention when selecting State, Italian Embassies/Consulates and University in order to avoid any problem during the visa issuance process.**

### **UNIVERSITY CONFIRMATION**

Upon your registering UNIBS PhD Office will cross-check the correctness of the information and confirm your data to the Italian Ministry of Foreign Affairs through the same web site of University.

### **ISSUANCE OF ENTRY VISA**

Upon university confirmation, the Italian official Embassy / Consulate of your choice will check and evaluate your request according to the relevant specific provisions.

Issuance of study visa depends on the criteria approved yearly by Italian Government: universities are not concerned with this step of the process. Subsequently, only the Italian official Embassies/Consulates are in charge to approve your study visa application.

**Registered applicants can access University web site regularly using your credentials to check the status of your request.**