



REQUIRED ENTRY DOCUMENTATION: DECLARATION OF PRESENCE

Please note: The following information is for Summer Session students only.

What is a Declaration of Presence?

In addition to the paperwork you are required to provide for your student visa obtained through your Italian consulate in the US, upon arrival in Italy you will be required to file a *Dichiarazione di Presenza* or Declaration of Presence with is a type of temporary residence permit. The Declaration of Presence is required of all visitors to Italy who are not part of the European Union and who intend to stay in Italy for a period of less than 3 months. (Those intending to stay longer than 3 months must apply for a separate document called a *permesso di soggiorno* or "permit to stay.")

What you need to do

The Declaration of Presence is presented at the first Schengen country border you pass on your way to Italy. Schengen countries are Austria, Belgium, Denmark, Finland, France, Germany, Italy, Luxemburg, Holland, Portugal, Spain, Sweden, Iceland and Norway. Therefore, if your first point of entry in Europe is one of the countries listed above, this is where you declare your presence as follows:

- Complete the *Dichiarazione di Presenza* or Declaration of Presence form given to you by Syracuse University in New York together at the moment they give you your official student visa documents. If you applied for your student visa independently, then the Declaration of Presence will be sent to you with your completed student visa paperwork by your consulate.
- Upon arrival in Europe, when going through immigration, give the immigration official the Declaration of Presence form. They will stamp the form on both sides and give one half back to you. This is your Residency Permit for your stay in Italy so keep it safe and do not lose it!
- Make sure the immigration official stamps your student visa in your passport too and ask him to if necessary.

What does it cost?

Nothing – this paperwork is free of charge.

Who is exempt

Anyone carrying an Italian or European Union passport.

A different document called a *permesso di soggiorno* is required for any foreigner who stays in Italy more than 3 months. If your student visa is granted for more than 3 months, you are obliged to file the *permesso di soggiorno*. For more information, please contact Jennifer Cowden at jecowden@syr.fi.it.