



**Embassy of Italy in Teheran**  
**Checklist for Short Research Visa**

List of Mandatory Documents	
1	Application Form completely filled and signed with two (2) Signatures ( <b>BOTH</b> parents should sign minors the application form).
2	Two (2) recent photographs 35x40 mm with white background (not photoshoped) not older than 6 months.
3	Passport with 90 days validity from the date of return from the Schengen area and with at least two non-used pages.
4	Invitation letter by relevant university or institution in Italy and any other relevant information concerning the purpose of the invitation.
5	Hotel Booking including the total price covering the stay during entire trip.
6	Copies of Passport (first page), previous Schengen (with entry and exit stamps), UK and US visa.
7	All MINORS are required to provide the consent letter translated by legal translator in English or Italian attested by the Ministry of Justice & Ministry of Foreign affairs
8	Documentation attesting the working or studying position of the applying person, either in Italian or English, <ul style="list-style-type: none"><li>- Presentation letter or study certificate</li><li>- Lists of the insurance fees (Social Insurance) payment relating to the last six months</li></ul>
9	Original Documents proving financial means of support during your stay in Italy: Bank Statement for <b>last six months</b> showing the transactions signed and stamped by bank in English. <b>Optional:</b> Bank guarantee from Italy & Title Deed
10	Birth Certificate (Translated by legal translator in English or Italian)
11	Copy of Medical Travel Insurance with coverage of Minimum 30,000 € covering 2 days more than the entire trip.
12	Copy of Airline ticket or reservations.

**Declaration:**

I understand that an application without a complete set of documents (as the checklist above) may result in the refusal of my visa application.

The submission of a complete file does not guarantee the issuance of a visa.

The Embassy of Italy reserves the right to request additional documents if deemed necessary for a better evaluation of the request.

**NOTE:** Documents other than those specified in the checklist will not be accepted.

**Applicant's Signature**

**Date**