



Embassy of Italy in Colombo
VISA CHECKLIST

Please pay attention that, under the relevant Italian legislation, the processing time for STUDY-INTERNSHIP visa application may take up to a maximum of three (03) months. Applicants are therefore strongly advised to submit their applications well in advance, as it will not be possible, under any circumstances, to expedite the processing of applications.

	STUDY - INTERNSHIP (art. 27 co. 1 lett. f del D.Lgs. n. 286/1998)	yes	no	n/a
1)	Application Form Completed visa application signed by the applicant;			
2)	One recent <u>ICAO</u>-compliant colour photograph Full face on white background; the photograph must be attached to the application form.			
3)	Current Passport - Passport must have at least two blank pages; - Must be valid for a period of at least 3 months beyond the date of return to Sri Lanka; - Copy of current passport bio-data page.			
4)	Internship visa (<i>ensure the following documents are included</i>) - Training internship project approved by the competent department of the territorially competent Italian Region (Progetto di tirocinio formativo vistato dall'Assessorato competente della Regione competente territorialmente); - Agreement between the project promoting body and the implementing/host body (Convenzione tra l'Ente promotore del progetto e l'Ente attuatore/ospitante); - Qualifications held by the applicant in order to demonstrate consistency with the internship sector/field; - Proof of previous employment/courses taken in Sri Lanka (if any) in order to demonstrate previous work/vocational training experiences in the internship sector/field; - Documented financial guarantees demonstrating adequate financial means of sustenance, meeting or exceeding the figures established by the Internal Ministry as per Article 4, comma 3 of the T.U. 268/1998. The participation allowance provided for in the training project also contributes to determining this availability; in this case the approved project must expressly quote that all travel, food, accommodation expenses and the participation allowance are to be paid by the host organization for the entire period of the internship.			
5)	Insurance Travel, medical, and accident insurance policy covering the entire itinerary (minimum coverage of €30,000).			
6)	Confirmed Flight Ticket Reservation issued by an airline or travel agency.			

Please note:

- The Embassy reserves the right to request further documentation if and when required;
- All documents should be provided in original accompanied with a set of photocopies in A4 size;
- Documents in Sinhalese, Tamil or any other language must be presented with an official English translation and must be certified by the Sri Lankan Ministry of Foreign Affairs. In case of non-Sri Lankan nationals, documents must be certified by the respective Embassy / High Commission / Consulate based in Colombo.

Any Comments (include any explanations for missing documents):

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Please sign below that you have read and seen this checklist.

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Applicant's Signature

Date/...../.....

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Submission Officer

Date/...../.....