PROCEDURE FOR NON-EU PH.D. STUDENTS NEEDING A STUDY VISA TO ENTER ITALY

BEFORE YOUR ARRIVAL

A VISA is a travel document granted by the Diplomatic Authority (Embassy/Consulate) of your home Country which allows you to enter, remain or leave a specific territory.

Step 1
Study VISA applications must be submitted online through Universitaly platform. In this phase, you have to choose the University “POLITECNICO DI BARI” for your pre-enrolment request, link to Universitaly Platform.

Step 2
If you have been admitted to the Ph.D. programme for which you have applied and you have completed the enrolment procedure, Post-Lauream Office (Poste di Bari) will approve your submission Universitaly platform and will attach, within your Universitaly request, the admission letter.

Step 3
After the approval of your pre-enrolment request, the Italian Diplomatic Authority (Embassy/Consulate) in your home Country will check, review and analyse your study VISA request. It might be possible that the Italian Diplomatic Authority will ask you for some additional documents in order to go through the request.

If the Embassy/Consulate accepts your request, it will issue an entry VISA for study purposes.

IMPORTANT: Ph.D. courses start on November, 1st 2022. Please inform Post-Lauream Office and the Coordinator of your Ph.D. programme if you have any difficulties obtaining a visa or your date of arrival has been delayed.

Further Information
National Pension Institute - INPS
The University must pay social security taxes on the PhD scholarship. In order to do so, it is necessary for you to be registered at the Italian National Institute for Social Security (INPS).

Equivalence of Foreign Qualification
For the enrolment procedure, you are asked to upload your original degree certificate along with its official/legalized translation (in English) or its Declaration of Value (issued by the Italian Diplomatic Authority in the Country where the degree was obtained). If you don’t have the official/legalized translation nor the Declaration of Value, you can consult CIMEA website and ask for a Statement of Comparability (attestato di comparabilità).

Alternatively, you can attach the Diploma Supplement if your qualification is awarded in an EU Country (or in any of the Countries taking part in the Bologna Process). It is possible to use your already existing foreign bank account, but we recommend you to open an Italian one in order to avoid extra fees related to foreign bank transfers.

UPON YOUR ARRIVAL

Residence Permit
Non-EU citizens must apply for the stay permit within 8 working days from their arrival.

You must forward a request for a residence permit for STUDY to the police headquarters (Questuori) responsible for the city where you intend to establish your residence.

Healthcare
You can either choose to buy a private insurance or enroll in our National Health Service. You can find all information at the following link.

Bank Account
Foreign Ph.D. students with a scholarship may be required or may need to open a bank account while in Italy. In such case, simply go to a branch office of any bank with the following documents:
- your tax code,
- your passport, 
- postal receipts of the residence permit (if already available),
- certificate of your enrolment at Politecnico di Bari - you must require it at Post-Lauream Office (post-lauream@poliba.it).

ATTENTION: It is possible to use your already existing foreign bank account, but we recommend you to open an Italian one in order to avoid extra fees related to foreign bank transfers.