

## Documents to obtain a stay permit for the clergy

First issue for religious reasons

First issue for study reasons

Renewal for religious reasons

Renewal for study reasons

Issue of a temporary residence permit pending issuing of a first electronic residence permit

Issue of a temporary residence permit pending renewing of an electronic residence permit

Change of purpose of stay from study to religious reasons

### First issue for religious reasons

- originals of all documents sent in the kit and a copy of them;
- 3 passport-size photographs with a white background;
- original postal receipt and a copy;
- passport in original having at least a six-month validity, with a photocopy of the pages containing the personal data, dates of issue and expiry and the entry visa;
- declaration of taking of responsibility by the relevant religious institute or congregation together with the relevant authorization issued by the Vatican Authorities.

### First issue for study reasons

- originals of all documents that have been sent in the kit and a copy of them;
- 3 passport-size photographs with a white background;
- original postal receipt and a copy;
- passport in original having at least a six-month validity, with a photocopy of the pages containing personal data, dates of issue and expiry, entry visa;
- declaration of taking of responsibility by the relevant religious institute or congregation together with the relevant authorization issued by the Vatican Authorities;
- enrolment in the current academic year and copy of the invitation letter by the relevant religious institute or congregation, as certified by the Italian Embassy (failing the invitation letter for study reasons, the relevant declaration shall be produced.)

### Renewal for religious reasons

- originals of all documents that have been sent in the kit and a copy of them;
- two passport-size photographs with a white background;
- original postal receipt and a copy;
- passport in original having at least a six-month validity, with a photocopy of the pages containing personal data, dates of issue and expiry;
- declaration of taking of responsibility by the relevant religious institute or congregation, together with the relevant authorization issued by the Vatican Authorities;
- previous stay permit.

### **Renewal for study reasons**

- originals of all documents that have been sent in the kit and a copy of them;
- two passport-size photographs with a white background;
- original postal receipt and a copy;
- passport in original having at least a six-month validity, with the photocopies of the pages containing the personal data, dates of issue and expiry;
- declaration of taking of responsibility by the relevant religious institute or congregation, together with the relevant authorization issued by the Vatican Authorities;
- enrolment in the current academic year and certification of the examinations taken during the past academic year;
- previous stay permit.

### **Issue of a temporary residence permit pending issuing of a first electronic residence permit**

- 3 passport-size photographs with a white background;
- original postal receipt and a copy;
- passport in original having at least a six-month validity, with a photocopy of the pages containing the personal data, dates of issue and expiry and, in case of first issue of the stay permit, also the photocopy of the entry visa page;
- letter of taking of responsibility pending issuing of a first electronic residence permit by the relevant religious institute or congregation;
- a "209" form to be collected at this Office;
- a 14,62 euro revenue stamp;

Please note that the foreign national shall have his fingerprints taken beforehand.

### **Issue of a temporary residence permit pending renewing of an electronic residence permit**

- 2 passport-size photographs with white background;
- original postal receipt and a copy;
- passport in original having at least a six-month validity, with a photocopy of the pages containing the personal data, dates of issue and expiry and, in case of first issue of a stay permit, also the photocopy of the entry visa page;
- letter of taking of responsibility pending renewing of an electronic residence permit by the relevant religious institute or congregation;
- a "209" form to be collected at this Office
- a 14,62 euro revenue stamp.

### **Change of purpose of stay from study to religious reasons**

- originals all documents that have been sent in the kit and a copy of them;
- 2 passport-size photographs with white background;
- original postal receipt and a copy;
- passport in original having at least a six-month validity, with a photocopy of the pages containing the personal data, dates of issue and expiry;
- declaration of taking of responsibility for change of purpose of stay by the relevant religious institute or congregation together with the relevant authorization issued by the Vatican Authorities;
- previous residence permit;
- self-certification form relating to the change of the purpose of stay.

Italian

30/09/2013