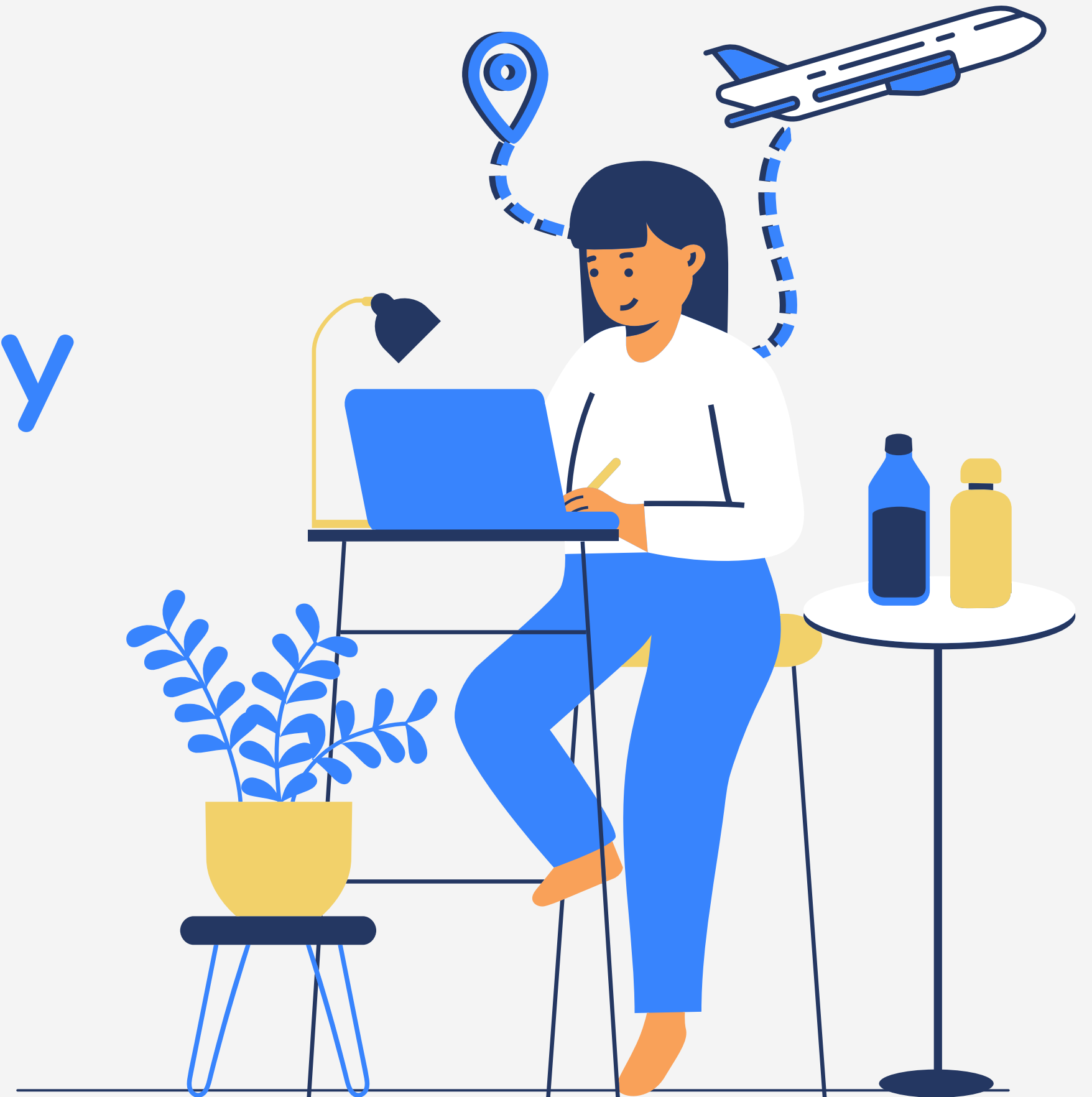


Planning my relocation to Italy



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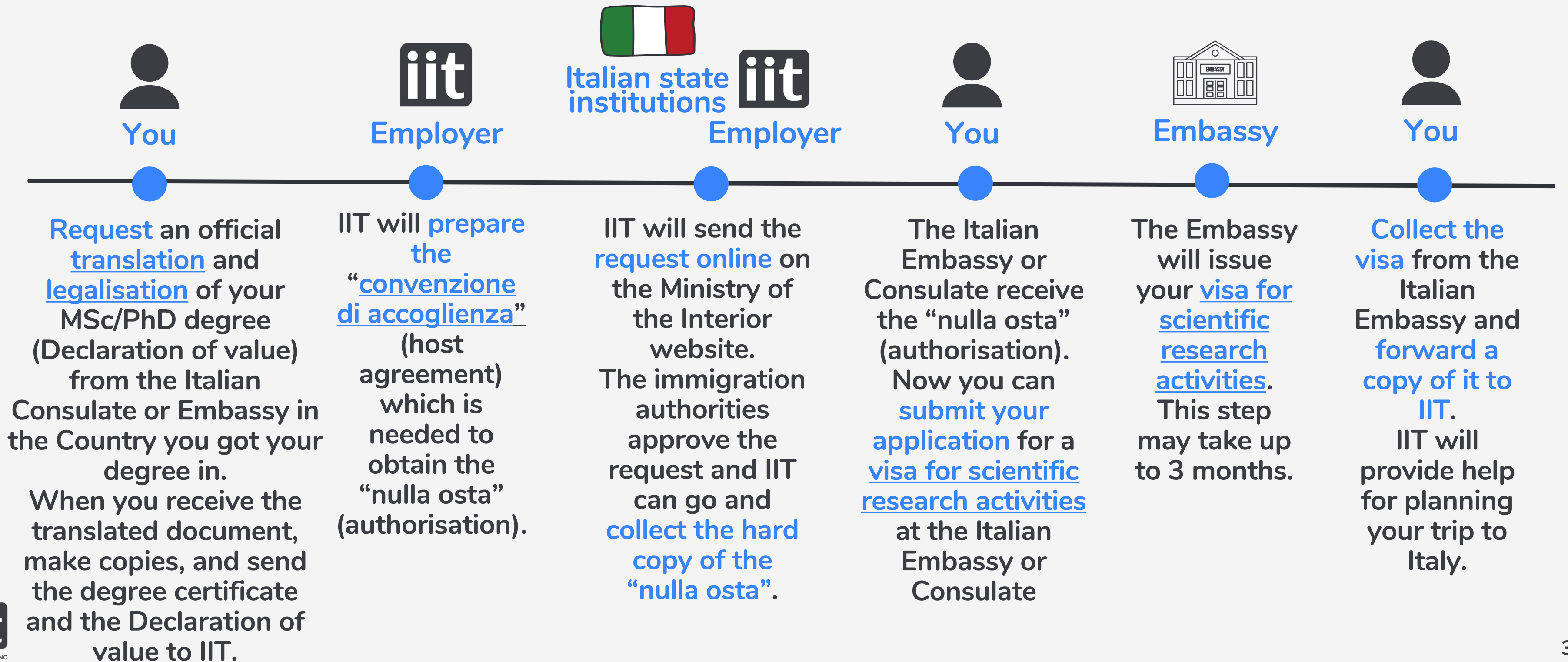
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Visa

A visa is a document that allows you to enter Italy.
It is issued by the Italian Embassy or Consulate in your country of provenance.
This procedure can take from 4 to 12 months.



Visa

Required for:

- Travelling to Italy with no problems
- Applying for compulsory identification documents on your arrival

Documents needed:

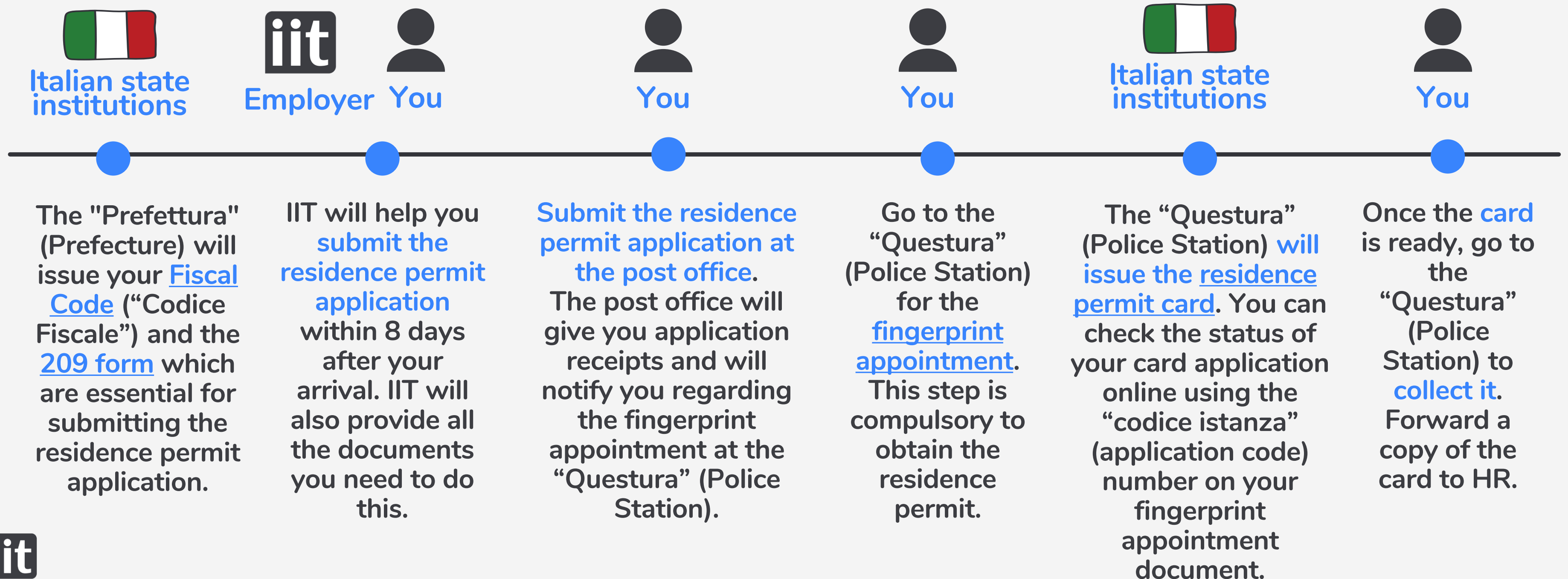
- Valid passport
- Declaration of value (translation and legalisation of your highest degree certificate)
- “Convenzione di accoglienza” (host agreement)
- “Nulla osta” (authorisation)

Residence permit

Once in Italy, it is mandatory to apply for the residence permit (permit of stay or “permesso di soggiorno”) if you plan to remain in Italy for more than 90 days.

Obtaining the permit of stay is the first step in attaining legitimate residency in Italy.

The whole procedure can take up to [12 months](#).



Residence permit

Required for:

- Working, living and travelling legally in Italy
- Applying for compulsory documents which will be needed for your stay in Italy

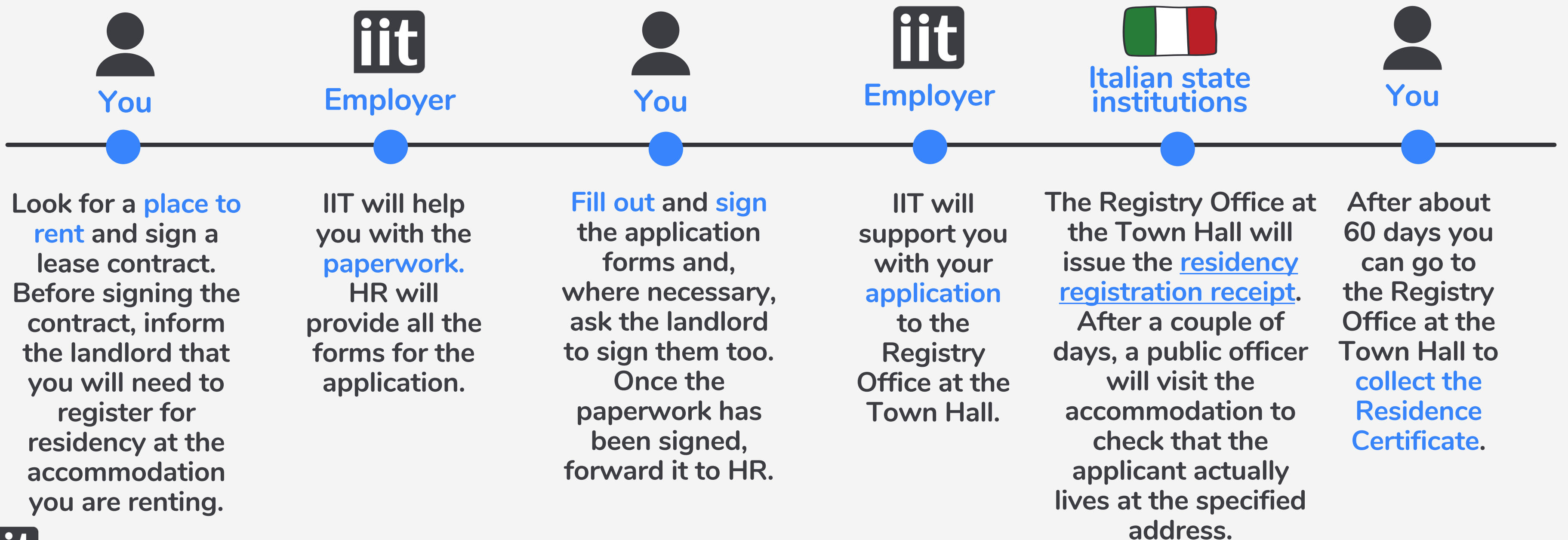
The duration of your residence permit depends on the date of expiry of your employment contract, but it will be no longer than two years.

Documents needed:

- Valid passport
- Declaration of value (translation and legalisation of your highest degree certificate)
- “Convenzione di accoglienza” (host agreement)
- “Nulla osta” (authorisation)
- Fiscal Code
- 209 form
- IIT employment contract
- Proof of accommodation (hotel receipts)
- Proof of health insurance

Residence certificate

Foreigners who wish to stay in Italy for more than 90 days will have to notify their address of residence at the Registry Office (“Ufficio Anagrafe”) of the Town Hall for the place of residence within 90 days after their arrival. The procedure for obtaining the certificate can take up to [60 days](#).



Residence certificate

Required for:

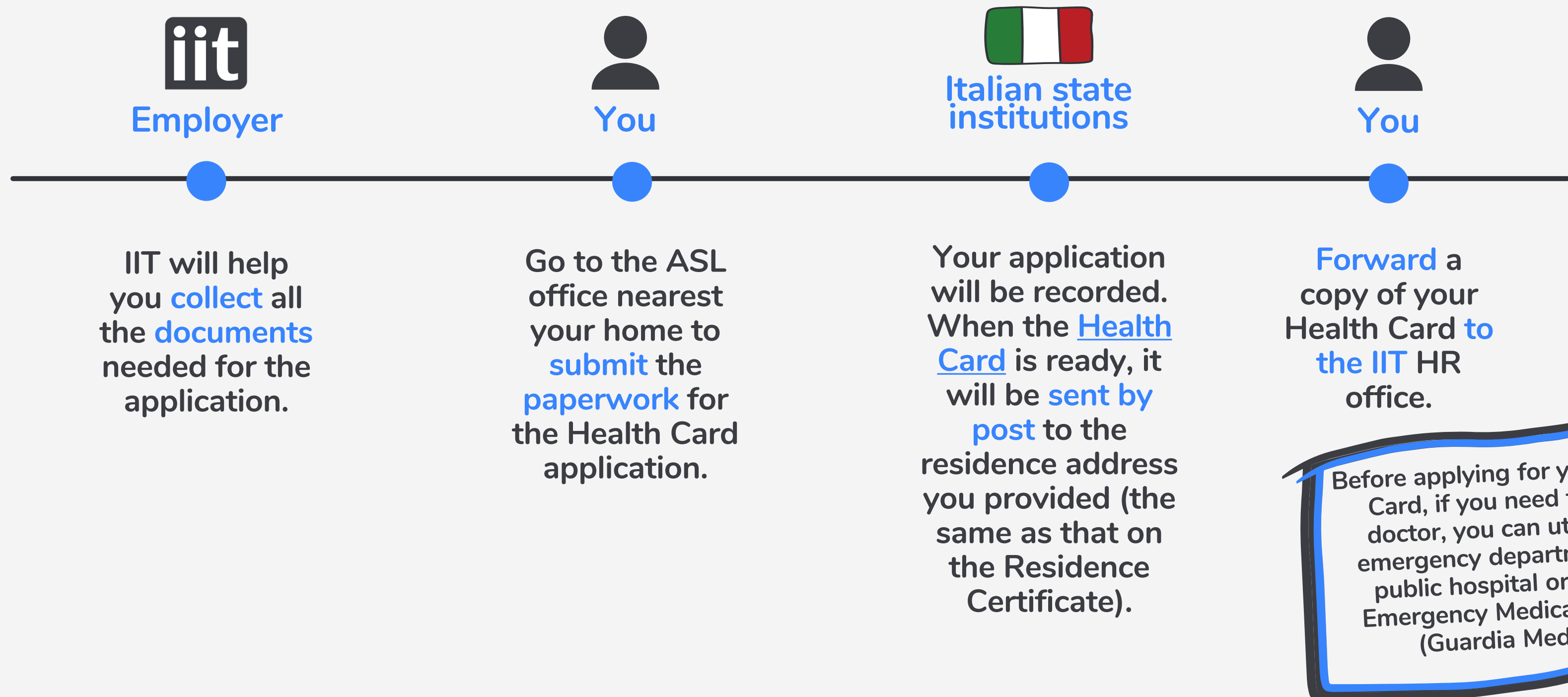
- Working, living and travelling legally in Italy
- Applying for compulsory documents which will be needed for your stay in Italy

Documents needed:

- Valid passport
- Fiscal Code
- IIT employment contract
- Residence permit receipts or card
- Accommodation rental contract
- Town Hall Registry Office forms

Health Card

Italy has a public National Health System. Registration to the National Health System is handled locally by the ASL (Azienda Sanitaria Locale – Local Health Department). Registration to the National Health System is free of charge, and it is mandatory for non-EU Citizens. The procedure can take up to 30 days.



Health Card

Required for:

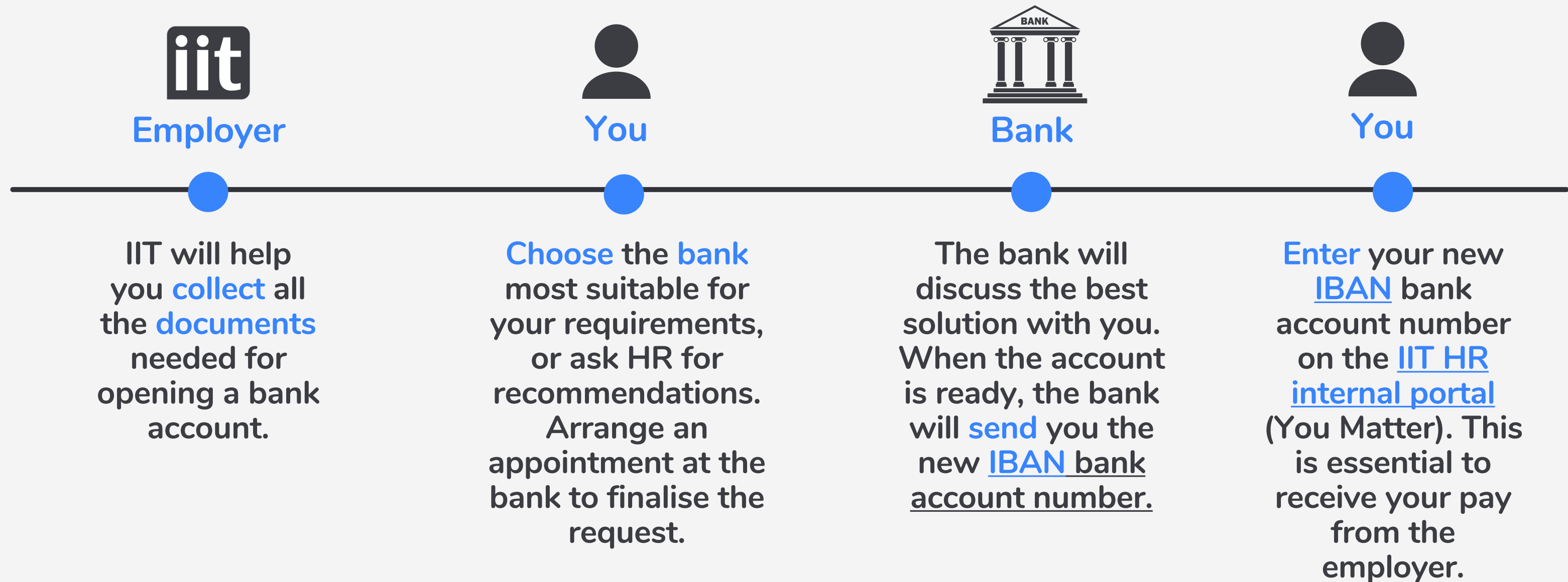
- Access to all National Health System services
- Choosing a family doctor (when you apply for the Health Card, you will be asked to choose the doctor you prefer)
- Getting prescriptions for any treatments you may need
- Receiving care in any public hospital

Documents needed:

- Valid passport
- Fiscal Code
- IIT employment contract
- Residence permit receipts or card
- Latest pay slip
- Residence Certificate

Bank account

If you plan to stay in Italy for a long period of time, it is a good idea to open an Italian bank account.



Bank account

Required for:

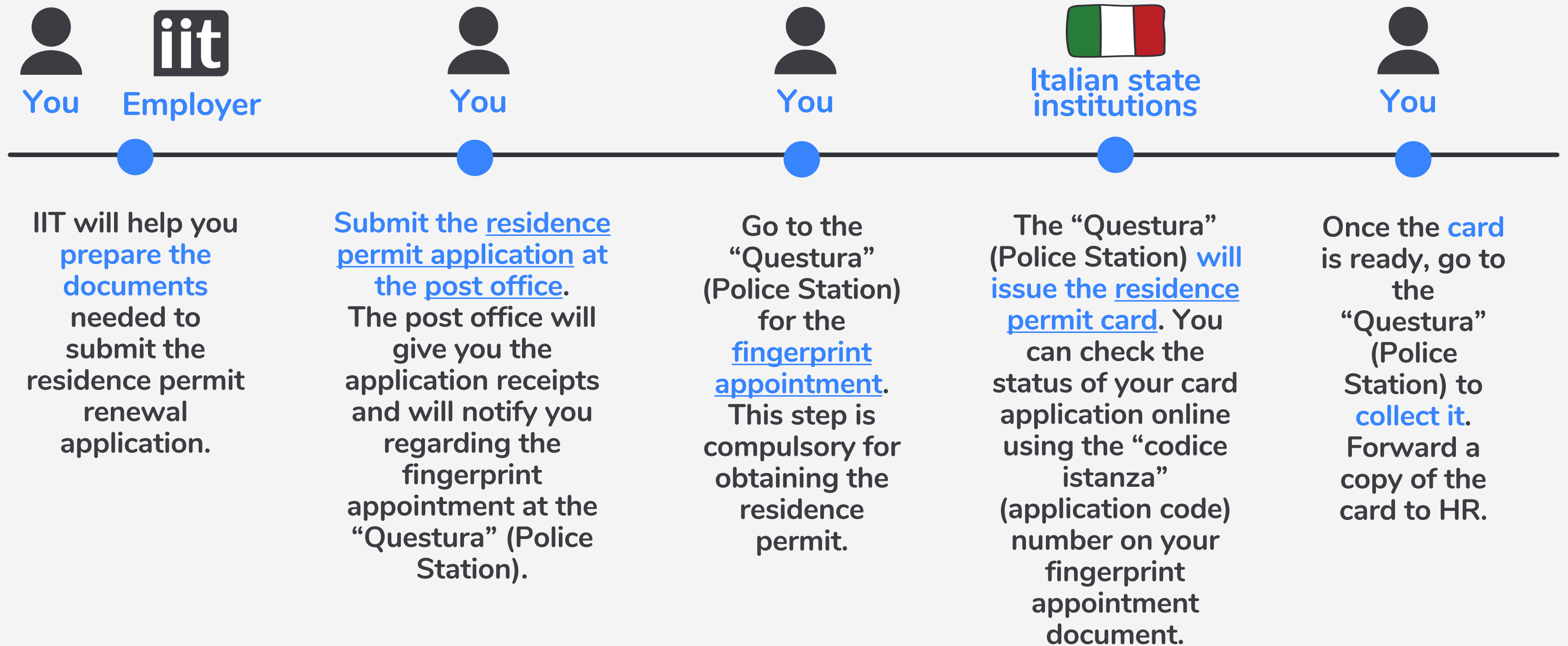
- Receiving salary and avoiding currency exchange problems

Documents needed:

- Valid passport
- Fiscal Code
- IIT employment contract
- Residence permit receipts or card
- Latest pay slip
- Italian mobile phone number

Residence permit renewal

Once your residence permit has expired, you will have to renew it. You have 60 days to renew it after the expiration date stated on your residence permit card.
The complete procedure can take up to [12 months](#).



Residence permit renewal

Required for:

- working, living and travelling legally in Italy
- applying for compulsory documents which will be needed for your stay in Italy

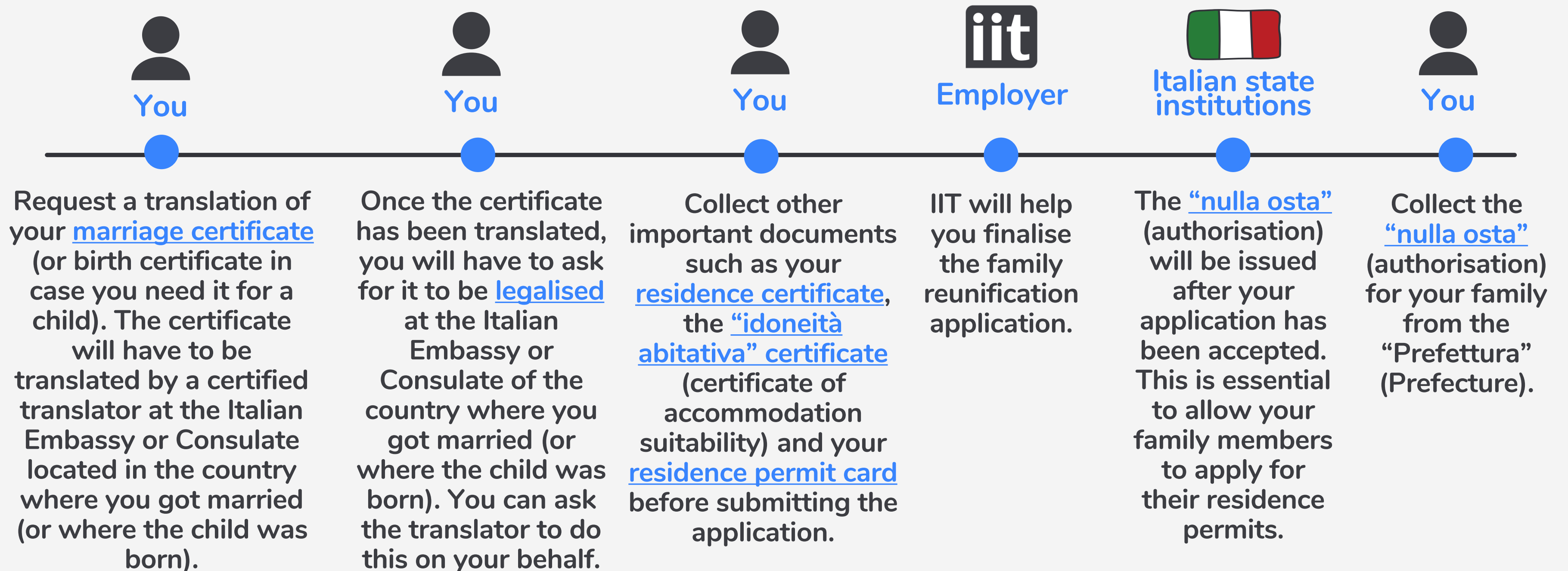
Documents needed:

- Valid passport
- Fiscal Code
- IIT employment contract
- Expired residence permit card
- Residence Certificate

Family reunification

The family reunification procedure will enable your closest family members to join you in Italy. Once they have obtained their residence permits, they can be legally resident in the country for the period of your stay.

The process can take up to [12 months](#).



Family reunification



Your family



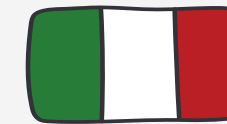
Embassy



Your family



Your family



Italian state institutions



Your family

Your family should apply for a [family reunification visa](#) at the Italian Embassy or Consulate of the country where the family members are living.

The Embassy will issue the [family reunification visa](#). This step may take up to 3 months.

Once in Italy, your family will have to go to the Prefettura (Prefecture) to finalise the procedure, and then they should submit [their residence permit applications](#) at the post office. The post office will provide the application receipts and will give information about the fingerprint appointments at the “Questura” (Police Station).

Go to the “Questura” (Police Station) for the [fingerprint appointment](#). This step is mandatory to obtain the residence permit.

The “Questura” (Police Station) **will issue the [residence permit cards](#)**. Your family members can check the card application status online using the “codice istanza” (application code) number on your fingerprint appointment document.

When the [cards](#) are ready, your family members will have to go to the “Questura” (Police Station) to [collect them](#). Forward copies of the cards to HR.

Family reunification

Required for:

- Enabling the family to join the Researcher who is already resident in Italy
- Allowing the family members to stay and live legally in Italy

Documents needed:

- Valid passports for yourself and your family members
- IIT employment contract
- All the documents that have been issued to you in Italy since your arrival, such as residence permit card, Fiscal Code, residence certificate, etc.
- Marriage and/or birth certificate
- Translation and legalisation of marriage and/or birth certificates

Ready to go!

