

EMBASSY OF ITALY - MANILA

REQUIREMENTS FOR A DECLARATION OF VALUE ON STUDIES OBTAINED IN THE PHILIPPINES - FOR STUDY PURPOSES

For College/Post Graduate:

1. Clear copy of Passport of the interested person;
2. Copy of valid Permit of Stay (only for residents in Italy);
3. Request letter from the interested party stating the use or purposes of the document/s;
4. Authorization letter for the representative;
5. Certified true copy of Diploma and Transcript of Records, duly authenticated by the Commission on Higher Education/Regional Office (CHED) and Department of Foreign Affairs (DFA), and translated to Italian language.

For College Undergraduate:

1. Clear copy of Passport of the interested person;
2. Copy of valid Permit of Stay (only for residents in Italy);
3. Request letter from the interested party stating the use or purposes of the document/s;
4. Authorization letter for the representative;
5. Certified true copy of High School Diploma and Form 137-A, duly authenticated by the Department of Education/Regional Office (DepEd) and Department of Foreign Affairs (DFA), and translated to Italian language.
6. Certified true copy of College Transcript of Records, duly authenticated by the Commission on Higher Education/Regional Office (CHED) and Department of Foreign Affairs (DFA), and translated to Italian language.

For High School Graduate:

1. Clear copy of Passport of the interested person;
2. Copy of valid Permit of Stay (only for residents in Italy);
3. Request letter from the interested party stating the use or purposes of the document/s;
4. Authorization letter for the representative;
5. Certified true copy of High School Diploma and Form 137-A, duly authenticated by the Department of Education/Regional Office (DepEd) and Department of Foreign Affairs (DFA), and translated to Italian language.

For High School Undergraduate:

1. Clear copy of Passport of the interested person;
2. Copy of valid Permit of Stay (only for residents in Italy);
3. Request letter from the interested party stating the use or purposes of the document/s;
4. Authorization letter for the representative;
5. Certified true copy of Elementary Certificate and Form 137-A, duly authenticated by the Department of Education/Regional Office (DepEd) and Department of Foreign Affairs (DFA); and translated to Italian language;
6. Certified true copy of High School Form 137-A, duly authenticated by the Department of Education /Regional Office (DepEd) and Department of Foreign Affairs (DFA), and translated to Italian language.

ITALIAN EMBASSY in Manila

Application form for the issuance of declaration of value for study purposes
(Modulo da compilare per il rilascio della dichiarazione di valore in loco ai fini di: studio)

A)

Name and Surname of the applicant: _____
(nome e cognome del richiedente)

Married last name of the applicant (only for female): _____
(Cognome del marito)

Complete address of the applicant: _____
(indirizzo completo del richiedente)

Telephone and e-mail of the applicant: _____
(telefono ed e-mail del richiedente)

B)

Name of School/ University in Italy where to study: _____
(nome della scuola/ università in Italia dove si frequenta)

Complete address and contact numbers of the school/university where to study: _____
(indirizzo completo e numeri da contattare della scuola/ università dove si frequenta)

C)

Name and Surname of the authorized person: _____
(nome e cognome della persona delegata)

Complete address of the authorized person: _____
(indirizzo completo della persona delegata)

Telephone and e-mail of the authorized person: _____
(telefono ed e-mail della persona delegata)

D)

Print name of the applicant or the authorized person: _____
(nome in stampatello del richiedente o della persona delegata)

Date: _____
(data)

Signature: _____
(firma)

RICHIESTA DOCUMENTAZIONE A FINI DI STUDIO
(Request of documentation for study purposes)

Il/La sottoscritto/a
(the undersigned)

nato/a a **il** **(gg/mm/aaaa)**
(place of birth) (date of birth - dd/mm/yyyy)

residente a
(resident in)

Via/Piazza
(address)

Tel. **e-mail**

cittadino/a italiano/a - straniero/a in possesso del documento di identità
(Italian citizen / Foreign citizen) (type of identification card)

n. **rilasciato da**
(number of identification card) (issued by)

il **valido fino al**
(date of issue) (valid until)

del quale allego fotocopia. (attached copy of identification card).

Avendo completato nella circoscrizione consolare delle Filippine gli studi:
(has completed in the Philippines, the following education level):

- Secondari** (High School)
- Terziari / Universitari** (College/University)

Volendo ottenere in Italia:
(applying in Italy for):

- L'equipollenza secondaria** (Equivalent of High School Diploma)
- Il riconoscimento di studi terziari / universitari** (Recognition of studies in College/University)
- L'iscrizione all'Università** (Enrollment to a University in Italy)
- La concessione di una borsa di studio** (Scholarship)

CHIEDE IL RILASCIO DI:

(Request for the issuance of)

Legalizzazione di traduzione

(Legalization/authentication of school documents and its translation)

Dichiarazione di valore

(Declaration of value)

Per i seguenti titoli di studio:

(of the following school titles):

.....
.....
.....
.....

(Specificare il nome, cognome, data e luogo di nascita del richiedente se i documenti vengono presentati da persona diversa dal titolare):

(Specify the name, last name, place and date of birth of the interested person if the documents are presented by the authorized person):

.....
.....

Specificare indirizzo e recapito telefonico:

(Specify the address and telephone number):

.....
.....

...../...../.....

Luogo
(Place)

Data
(Date)

Firma:

(Signature)

N.B.: Se spedita per posta, la presente richiesta è valida solo se accompagnata dalla fotocopia del documento d'identità in corso di validità che è indicato nella richiesta stessa.

N.B.: If the documents are sent through courier, the application is valid if it is accompanied with the photocopy of the validity ID indicated in the request form.