

SAMPLE OF LETTER TO BE SUBMITTED BY THE STUDY ABROAD ADVISOR

**Consulate General of Italy
Attn. Visa Office
510 West Hastings Street, suite 1100
Vancouver, BC V6B 1L8
(CANADA) (Fax n. 604 - 685 4263)**

Dear Sir,

this letter is to certify that the students on the attached alphabetical list will participate in the School trip abroad.

The students will travel in Italy (and other Schengen Countries) from

to

The students have paid in full for the cost of the school trip (tuition, room/board, transportation, airfare, etc.).

In addition, the students' parents / guardians take full financial responsibility for their son/daughter during the trip.

Within 8 days of arrival in Italy, the students will be registered at the local Police Station (Questura) to obtain the temporary visitors permit (**Permesso di Soggiorno**).

For any additional information please contact the Study Abroad Advisor, Mrs./Mr.

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at the following telephone number:

Date

Signature