



Embassy of Italy
Kuala Lumpur

Mission Visa (Schengen/ National Visa)

Only the following categories are eligible for a Mission visa:

- A. Officials employed by administrations of foreign countries on a work mission in Italy;
- B. Staff of the international organizations with which Headquarters Agreements are in force;
- C. Staff with fixed-term contracts of international organizations with which Headquarters Agreements are in force and personalities and members of delegations officially invited to participate in conferences, meetings, conventions and events;
- D. Diplomatic officials, for short official stays in Italy, provided that they do not involve in formal accreditation or notification;
- E. Foreign citizens involved in international organizations for cultural or research activities (for example: researchers and students of the University Institute of European Studies or trainees at FAO or other specialized United Nations Agencies);
- F. Personalities and foreigners who hold high civil and religious offices;
- G. Personalities and members of delegations officially invited by the Italian Government;
- H. Participants in events and meetings envisaged by bilateral or multilateral agreements to which Italy is a contracting party;
- I. Third-country nationals who are official journalist in their Country and that must be credited in Italy. In this case they need a Nulla Osta (non-impediment declaration) issued by the press office of the External Affairs Ministry. Their application must be submitted by diplomatic authority;
- J. Athletes who participate in sports events or intend to stay in Italy for training periods longer than 90 days, following the official request from CONI;

K. Family members of the main applicant.

General Documents Required

1. National Visa Application Form (For long stay visas beyond 90 days)

OR

-Schengen Visa Application Form (VSU) (For short stay visas up to 90 days)

2. One recent [ICAO](#)-compliant photograph.

3. Proof of residence within the consular jurisdiction:

-Proof of legal residence in Malaysia, as long-term stay visa, must have a remaining validity of at least three (3) months beyond the last day of your trip in the Schengen Area for short stay visas up to 90 days

OR

- For long stay visas beyond 90 days three (3) months of remaining validity.

4. Valid passport, original plus one photocopy, with an expiry date at least three months beyond the expiry date of the requested visa.

Note: Also provide photocopies of any previous visas received and pages containing entry/exit stamps.

5. Proof of transportation arrangements:

-Confirmed flight reservation (one way) for long stay visas beyond 90 days.

OR

- Confirmed flight reservation (round trip) for short stay visas up to 90 days.

Note: If the trip includes multiple stops within the territory of Schengen Member States, provide reservations for intra-Schengen travel (trains, flights, car rentals).

Additional mandatory documentation:

6. Documentation proving the status of public officials or international organisations sent in Italy in the performance of their duties or of individuals whose activity or purpose of the stay is in the public interest for the relations between Italy and the home state/country (i.e. staff ID card, original plus one photocopy);

7. Verbal note of the corresponding Ministry or employer Organisation stating the mission program and the authority covering the expenses related to the mission.

8. (Only for Schengen visa) Travel health insurance with a minimum coverage of **€30,000** for emergency hospital treatment and repatriation expenses.

Note:

-A complete coverage table of the insurance must be provided. Insurance presented without this document

will be considered incomplete.

Note:

-In case of family members, proof of relationship: marriage/civil partnership/birth certificate (original plus one photocopy). Please, note:

-marriage certificates/civil partnership certificates older than 6 months will NOT be accepted;

-certificates issued by a foreign authority other than Malaysia, MUST be translated in English or Italian and legalized by the Italian Consular Office of the issuing Country OR by the Consular Authority in Malaysia of the issuing Country;

-certificates issued by one of the Schengen countries will be accepted only if multilingual, otherwise please refer to second note.

The Embassy reserves the right to request additional documentation where necessary.