# **Option A**

1. fill visa form and checklist and make an appointment
2. Original passport
3. Copy of the passport

**Note:** Passport must be valid for at least six months and three blank pages.

1. Copy of the last Schengen, US, UK, and Canada visa if available
2. Copy of Iqama with English translation and must be valid more than five months, and for Saudi citizen needs ID copy with English translation
3. Copy of KAUST ID.
4. Copy of a valid exit re-entry visa
5. The applicant Identification certificate from KAUST colored Stating Salary, Iqama number, position and date of hiring/monthly stipend for students
6. An invitation letter for business or Study travel only
7. Bank statement for the last six months with balance more than 10 thousand SR (must be stamped from the bank)
8. Two 3.5x4.5size recent photos with white background (no glasses)
9. Copy of Bupa insurance card and **(**Certificate of Membership) from Bupa website please click [here](https://onlineservices.bupa.com.sa/)
10. Trip details (ticket and hotel booking)
11. Sponsor’s letter stating his full responsibility for the applicant during his stay in Italy. (Only for business and Study trip)

**Option A Fees: 600 SR**