

Obiettivo Specifico 2 Integrazione/Migrazione legale - Obiettivo nazionale 3 Capacity building - lett.m)  
 Scambio di buone pratiche. Annualità di rif. 2016/2018 -PROG-632

## FAMILY REUNION

### APPLY FOR NULLA OSTA

#### HOW TO DO IT:

You must apply at Sportello Unico per l'immigrazione for an authorization (Nulla Osta) for family reunification, accessible online through this link: <https://nullaostalavoro.dlci.interno.it/Ministero/Index2>. To access the application, you must register on the website (on the left side) by entering your email address. Once registered, you will receive a confirmation email that will let you activate your registration. By clicking the link, you will be redirected to the website where you can proceed with the online application. Every document required must be scanned and uploaded in the electronic system. After sending the application form, you will receive, on your personal email, a confirmation email of receipt with a code for checking your application's status. The Sportello Unico, after having checked the documents submitted, will **assign you an appointment** to show originals of documents and stamp duty and/or for integrating documents. Within **90 days** of the request, the Sportello Unico must issue or deny the Nulla Osta. To collect it you must make an appointment online at: <http://servizi.utgroma.it/STIPWebClient/>

#### WHAT DO YOU NEED:

A copy of your **residence permit** (if expired, a copy of the expired one and of the renewal receipt);  
 A copy of your **travel document**;  
 A copy of your **family member's passport** or equivalent document;  
**Residence certificate**;  
**Family status certificate**, also in self-declaration  
**Stamp duty** of 16 euros (marca da bollo, available at tobacconists or at the post-office)

#### PAY ATTENTION:

Check carefully every detail, especially the spelling of the name and date of birth of your family member.  
 Refugees and beneficiaries of subsidiary protection **do not have** to meet requirements of accommodation, sickness insurance, stable and regular resources.  
 The Nulla Osta is valid for **6 months**. Start collecting documents for the visa!  
 To collect it, you will need another **stamp duty** of 16 euros.

#### WHO YOU CAN CONTACT FOR SUPPORT IN THE REQUEST

To be **supported** in the **online application**, or to take an appointment with the Sportello Unico, you can refer for free to:  
**Sportello legale ARCI**: Viale G. Stefanini, 15 Tel. 0641734712, Monday 17:00 - 19:00.  
**Patronato ACLI**: Piazza Sallustio, 3. Tel. 064817040, Monday – Friday 9:00 – 13:00 and 14:00 – 18:00  
**Patronato UIL**: Via Cavour 108. Tel. 064783921 – Monday – Friday 9:00-13:30 and 14:30-18:00  
**Patronato INCA – CGIL**: Via T. Sillani, 3. Tel. 065021303 – Tuesday – Friday 09:00 – 19:00  
**Patronato CISL**: Via Mozart, 77. Tel. 0683769812 – Monday 9:00 – 13:00 and 14:00 – 18:00; Wednesday 14:00 – 18:00; Friday 9:00 – 13:00  
**To collect the Nulla Osta: Sportello Unico per l'Immigrazione**: Via Ostiense 131/L Tel. 060606, Monday – Friday 9.30 – 12.30;

### APPLY FOR VISA

#### HOW TO DO IT:

When you collect the Nulla Osta, you must send it in **original copy** to your family. Once received, your family must **book an appointment** at the appropriate Italian embassy or consular representation and request the visa. The embassy will then check documents determining family links.

#### WHAT DO YOU NEED:

Copy of your **travel document**;  
**Passport** or equivalent document of your **family members**;  
 If you reunite with children, **birth certificate** and/or **DNA test, declaration of consent** from the other parent or legal tutor. If you reunite with adopted children, **adoption certificate**;  
 If you reunite with your spouse, **marriage certificate** with civil status.

#### PAY ATTENTION:

All the documents determining family link must be **translated and legalised in Italian**;  
 The **visa** is valid for **1 year**. It can be difficult to make an appointment with some Italian representations:  
 make sure to contact the embassy in time and to have all the required documents!  
 Even if you have documents proving family links, a **DNA test** is often required. Contact the International Organization for Migrations to undergo the test. It costs **230 euros per person**. In case you cannot afford to pay the test, it is possible to ask for an exemption with the support of associations. Apart from this, your family will have to pay **45 euros** for services registration.

#### WHO YOU CAN CONTACT FOR SUPPORT IN THE REQUEST

**Consiglio Italiano per i Rifugiati**: Via del Velabro 5/A, Tel. 0669200114 – Monday and Wednesday 9.30-13.30  
**Caritas - Divisione stranieri**: Via delle Zoccolette, 19, Tel. 0688815300 – Monday – Friday 8:30 – 13:00; Thursday 8:30 – 13:00 and 14:00 – 17:00  
**A Buon Diritto**: Città dell'Altra Economia, Largo Dino Frisullo, 1, Tel: 3385854387 – Monday and Friday 14:00-17:00  
**Sportello legale ARCI**: Viale G. Stefanini, 15 Tel. 0641734712, Monday 17:00 - 19:00  
**Organizzazione Internazionale per le Migrazioni (OIM)**: Via Nomentana, 201 (first floor), Tel. 06441609225/233/260 – by appointment

### APPLY FOR FAMILY REASONS' RESIDENCE PERMIT

#### HOW TO DO IT:

Within **48 hours** of your family's arrival, you must fill out a hospitality declaration at the police station (Questura)  
 Within **8 days** of your family's arrival, they must go to the Sportello Unico per l'immigrazione where they will collect a document kit enabling them to apply for a residence permit. At the same appointment, they will receive a fiscal code that will enable them to access the National Healthcare system. The document kit must then be sent by post to the appropriate Questura. The service incurs a cost of 30 euros.

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**Sportello Unico per l'Immigrazione**: Via Ostiense 131/L Tel. 060606 – Monday – Friday 9.30 – 12.30  
**Questura**: Via Teofilo Patini, 1 – Tuesday – Friday 8:30-12:30; Tuesday and Thursday also 15:00 – 16:30  
**Anagrafe of your municipality** (residence or hospitality certificate)