

## Spanish Embassy Consular Offices in the USA and Student Visas

- Boston
- Chicago
- Washington DC
- Houston. No student visa info
- Los Angeles
- Miami
- New Orleans. No student visa info and only in Spanish
- New York
- Puerto Rico. No student visa info
- San Francisco

### Consulate General of Spain in Boston

31 ST James Avenue, Suite 905

Boston, MA. 02116

Tel. (617) 536-2506/2527

Fax: (617) 536-8512

E-mail: conspbos@mail.mae.es

Página Web: <http://www.maec.es/Consulados/boston/es/Home>

Jurisdicción: **Maine, Massachussets, New Hampshire, Rhode Island, Vermont.**

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### Student visas for Spain, Boston Consulate: <http://www.maec.es/consulados/boston/es/home>

U.S. citizens do not need a visa to study in Spain for less than 90 days. For study or research work in Spain exceeding 3 months, a student visa is required for U.S. citizens. International students should consult the Spanish Consulate website to learn what visa regulations apply specifically to their case.

As an MIT student, you can apply for a visa at the Boston Consulate. The visa application must be submitted **in person**, and an appointment is required to file a visa application. To make an appointment, please call the Spanish Consulate at (617) 536-2506 / 2527, Monday thru Friday, from 9:00 A.M.-12:00 P.M.

The visa will be affixed to your passport before you depart the United States and it must be presented at your point of entry into the Schengen countries.

#### **Documents you must submit in order to apply for a Student Visa:**

•3 copies of Schengen Application dully filled out and signed: This application includes the **Application 1 the 1 supplement application form and the Application 2 form.**

#### **\*\*FIND THESE ON THE SPANISH CONSULATE WEBSITE\*\***

•Passport. The passport must be valid for the intended period of your stay in Spain with at least one blank page to affix the visa. Also provide either of the following: US drivers license, US State ID card, Voters registration card or current student ID.

•3 recent photos with a white background (size: 1.25 " height - 1" width).

•Letter of acceptance as a full time student from Spain's University/School or US program.

#### **\*\*\*THESE ARE THE LETTERS YOU RECEIVED FROM ACCENT AND THE COMPLUTENSE\*\*\***

•Proof of international insurance coverage for health/accident with a minimum coverage equal to €30,000 during the planning period of stay in Spain (or its equivalency in dollars). Bring your insurance card and copy of it to the appointment.

•Proofs of financial means during your stay: Please provide one of the following or a combination:

1. Letter from the University or School in Spain or in the USA assuming full financial responsibility during your stay (this is often included into the acceptance letter)
2. Proof of financial aid or scholarship for at least \$1,000 per month for room and board.
3. Notarized letter from your parents or legal guardians assuming full financial responsibility for at least \$1,000 per month for room and board.  
Suggested wording: "I hereby certify that I'm the (father/mother/other) of (...), will support him/her with a monthly allowance of at least \$1,000 while he/she is in Spain and that I'm financially responsible for any emergency that may arise".
4. Personal bank account statements showing at least \$1,000 per month of stay.
  - "Money-Order" or cash to pay the non-refundable visa fee of \$100.00 for US citizens or \$63.72 for other nationalities payable to the Consulate of Spain.
  - Only for non US citizens:** Evidence of your migratory status in the USA.  
Provide your "Alien Registration Card" or "US Visa with I-20/IAP-66" (except B1-B2)

## Consulate General of Spain in Chicago

180 N. Michigan Ave., Suite 1500

Chicago, IL 60601

Tef. (312) 782-4588/4589

Fax: (312) 782-1635

E-mail: [cgspain.chicago@mail.mae.es](mailto:cgspain.chicago@mail.mae.es)

Página Web: <http://www.consulate-spain-chicago.com/>

Jurisdicción:

**Illinois, Indiana, Iowa, Kansas, Nebraska, North Dakota, South Dakota, Ohio, Kentucky, Michigan, Minnesota, Missouri, Wisconsin.**

GENERAL INFORMATION ABOUT STUDENT VISAS (PLEASE READ FIRST BEFORE APPLYING)

(Updated January 28th. 2009) <http://www.consulate-spain-chicago.com/student.htm>

***Student visa applications are accepted by appointment done through email request only: [conspainchicago@sbcglobal.net](mailto:conspainchicago@sbcglobal.net) (from april until august and from october through december).***

*(For an appointment, please suggest a few specific DATES and TIMES in your order of preference (Monday through Friday, from 9:00am to 12:00 noon), and we will try to accommodate you according to availability).*

**I. Short stay (90 day maximum): NO Student Visa is required for US passport-holders**, as well as for some other nationalities. If your nationality does not appear **on this link**, a visa is required.

**II. Long stay (more than 90 days):** A Student Visa is required for all nationalities, except citizens of Austria, Belgium, Bulgaria, Cyprus, Czech Republic, Denmark, Estonia, Finland, France, Germany, Greece, Hungary, Iceland, Ireland, Italy, Latvia, Liechtenstein, Lithuania, Luxembourg, Malta, the Netherlands, Norway, Poland, Portugal, Romania, Slovakia, Slovenia, Sweden, Switzerland and the United Kingdom.

STUDENT VISAS must be applied for at the consulate with jurisdiction over his/her state of permanent residence. The Consulate General in Chicago has jurisdiction over the following states: Illinois, Indiana, Iowa, Kansas, Kentucky, Michigan, Minnesota, Missouri, Nebraska, North Dakota, Ohio, South Dakota and Wisconsin. **(The student must prove his/her residence with one of the following documents: U.S. Driver's License, U.S. State ID Card or Voter's Registration Card.)**

**Student visas take always more than 6 weeks to process.** It is strongly recommended to apply as soon as possible—as early as **three months in advance or earlier**—to allow enough processing time. Applications will **not** be accepted, in principle, **less than 4 weeks** before the date of departure. There is no “rush” or expedited service.

**Student visa applications are accepted by appointment only (from april through august and from october through december).** Appointments only can be made by e-mail ([conspainchicago@sbcglobal.net](mailto:conspainchicago@sbcglobal.net)) and must be made individually by the student or his/her legal representative. **When requesting an appointment by e-mail, give full name and telephone number.**

### **VISA APPLICATIONS CANNOT BE ACCEPTED BY MAIL, NOR RETURNED BY MAIL**

Student visas **must be applied for in person or by a legal representative** who presents his/her identification and a written notarized authorization from the applicant. The authorization must indicate the name and passport number of the applicant and the name and document number (e.g. driver's license number or passport number) of the person dropping off the application.

Study Abroad Program Directors and/or Coordinators may request authorization from this Consulate to act as legal representatives for their whole group of students. Priority will be given to those visa applications when submitted in a group by a program representative, provided the applications are presented more than one month prior to the departure date.

**STUDENT VISAS MUST ALWAYS BE PICKED UP IN PERSON BY THE APPLICANT. Study Abroad Program Directors may request/provide additional information on this matter.**

**All documents must be presented at the same time.** If any of the required documents is missing, the application will not be accepted. If the documentation presented is complete and correct, the passport with the affixed visa should normally be ready for pick-up within **6 to 8 weeks**. **No telephone consultations** can be attended by this office regarding the visa processing status. About **4 weeks after** applying for the visa, the status of the visa may be checked by email at [conspainchicago@sbcglobal.net](mailto:conspainchicago@sbcglobal.net). Please indicate: first and last names, nationality and student visa.

**Make photocopies of the documents** you present at the Consulate before applying. The Consulate does not return the original documents, nor makes photocopies of your documents. The Consular Administration has authority to evaluate and request additional documents—the submission of which does not guarantee the issuance of a visa—as well as to request a personal interview. On the visa, note the order of dates in Europe: day/month/year. As a general rule, a student visa does not allow the student to work.

## **REQUIREMENTS**

To apply for a student visa you should provide this office with **ALL** of the following (**all documents must be originals** unless indicated otherwise):

1. **Schengen Visa Application Form, plus (US Citizens: 1 PHOTOCOPY; Non-US Citizens: 1 PHOTOCOPY).** Before being copied, the form must be **signed** and filled out in print. Illegible or incomplete forms cannot be accepted. Information on **date of arrival** and **departure** from Spain in #30 and #31 are essential.
2. US citizens: Original **Passport** signed by the bearer and still valid for at least 1 more year from the date of application, with at least one blank page to affix the visa.  
Non-US citizens: Foreign **Passport** signed by the bearer and still valid for at least 1 more year from the date of application, with at least one blank page to affix the visa, plus “Alien Registration Card” or a U.S. Visa with I-20 / IAP-66.
3. Proof of residence in this Consulate’s jurisdiction: Photocopy of **ONE** of the following: **U.S. Driver’s License, U.S. State ID Card or Voter’s Registration Card.**
4. **Recent standard passport photographs: US citizens: 2 photos; Non-US citizens: 2 photos. GLUE** one photograph to each visa form. (**DO NOT STAPLE THE PHOTOGRAPH**)
5. **Proof of admission** to Spanish Academic Center as a full-time student, from the Spanish Center or U.S program, indicating nature of studies and registration number of the center of studies with the Ministry of Education (if not registered, state so)
6. **Proof of financial means** for the period of stay in Spain, proof could be:
  - Letter from the Institution organizing the studies stating educational and living expenses have been paid for in advance, or
  - Notarized letter of parents/custodians, assuming financial responsibility while student is in Spain, or
  - Current statement of student’s bank account.
7. **Proof of Medical/Accidental Insurance with international coverage**, Written confirmation from insurance company of a valid health/accidental insurance with full international coverage in Spain and rest of Schengen countries with a minimum coverage of \$37,000. Or Travel/accidental insurance coverage for the entire trip.
8. **Medical Statement** (only if your stay is for more than 6 months ) : a doctor’s recent statement (issued within 3 months from the application date), on doctor's or medical center's letterhead, indicating that the student has been examined and found in good physical and mental health to travel and study abroad.
9. **Non-refundable visa processing fee** US citizens: \$100.00. Non-US citizens: \$76.80 (\$44.80 visa fee for the following countries: Albania, Bosnia and Herzegovina, Moldova, Montenegro, Republic of Macedonia, Russia, Serbia and Ukraine). **Citizens of Canada \$99.38**  
**Paid by Money Order ONLY** (payable to the Consulate General of Spain). **Cash or personal checks CANNOT be accepted**

10. If period of study in Spain is **longer than 6 months**, **Certificate (s) by Police authorities** of ALL PLACES where applicant resided during the last five years, as to the **absence of police record**. If the country is not the U.S., the certificate must be legalized by the Spanish Consulate in that country. You will be issued a 90 day visa with multiple entries, and once in Spain, you will have to request –within a month upon arrival– from the **Spanish Police (Office for Foreigners)**, an authorization to extend your stay until completion of studies, and the necessary ID card, which will allow the student to travel in and out of the country.

If the period of study is **less than 6 months**, **no Police Certificate is needed**. The visa will be issued for 6 months with multiple entries and will allow the student to stay in Spain for the duration of studies up to 6 months.

11. **For applicants under 18 years of age**, a notarized authorization from both parents, with the Apostille of the Hague Convention (contact the Secretary of State for your state of residency) and a copy of the applicant's birth certificate showing parents' names.

Click [here](#) for list of [Schengen Countries](#).

[Download The Schengen Visa Application Form](#)

## Consulate General of Spain in Washington DC

2375 Pennsylvania Ave., N.W.

Washington D.C. 20037

Tef. (202) 728-2330

Fax: (202) 728-2302

E-mail: [cog.washington@mae.es](mailto:cog.washington@mae.es)

Página Web: <http://www.maec.es/consulados/washington/es/home>

Jurisdicción:

Maryland, Virginia, West Virginia, District of Columbia, North Carolina.

<http://www.maec.es/subwebs/Consulados/Washington/en/MenuPpal/Requisitos%20especiales/RequirementsEntrySpainVisas/Paginas/Visas.aspx>

### Student visa for students going to Spain

This type of visa allows you to study or do research work in Spain for periods exceeding 3 months.

U.S. citizens do not need a visa to study in Spain for less than 90 days.

This visa must be obtained for studies under 3 months by all nationals that are not EU citizens or they are from the countries that require visas to travel to the Schengen countries (see Anejo 1 ICC ).

You can apply at this Consulate if you have your permanent residency or study in our jurisdiction (Washington,DC, Maryland, Virginia, West Virginia and North Carolina).If you live or study in another area please check with the appropriate Consulate.

The application must be submitted in person by you or through your parents. If the parents apply for the visa on behalf of their son/daughter, the student must pick up the visa in person (We need to see the student at least once).

**We do NOT accept applications by mail.** Applications are accepted on a first come first serve basis. By submitting your student visa application you can also apply for the visa for your spouse and children under 18 years of age.

The visa will be affixed to your passport before you depart the United States and it must be presented at your point of entry into the Schengen countries.

Documents you must submit in order to apply for a **Student Visa**:

- 1 Schengen Application form dully filled out and signed.
- Passport. The passport must be valid for the intended period of your stay in Spain with at least one blank page to affix the visa. Also provide either of the following: US drivers license, US State ID card, Voters registration card, current student ID.
- 1 recent photo passport size with a white background.
- Letter of acceptance as a full time student from Spain's University/School or US program **indicating**: name, address and registration number of the school with Spain's Department of Education; (Ministerio de Educación de España) full payment of tuition, duration of the program, subjects of the study and hours of study per week which must be no less than 20.
- Health Insurance (original form): International insurance coverage for health/accident with a minimum coverage equal to €30,000 during the planning period of stay in Spain (or its equivalency in dollars).
- Proofs of financial means during your stay: Please provide **one** of the following:
  1. Letter from the University or School in Spain or in the USA assuming full financial responsibility during your stay (this is often included into the acceptance letter)
  2. Proof of financial aid or scholarship for at least \$1,000 per month for room and board.

3. Notarized letter from your parents or legal guardians assuming full financial responsibility for at least \$1,000 per month for room and board. Suggested wording: "I hereby certify that I'm the (father/mother/other) of (...), will support him/her with a monthly allowance of at least \$1,000 while he/she is in Spain and that I'm financially responsible for any emergency that may arise".
4. Personal bank account statements showing at least \$1,000 per month of stay.
  - "Money-Order" to pay the non-refundable visa fee of \$100.00 for US citizens or \$76,80 for other nationalities payable to the Consulate of Spain (no personal checks or cash accepted).
  - Self-addressed and Pre-Paid US "Express-Mail" envelope from the USPS if you wish to have your passport returned by mail. **We do NOT accept any other type of courier or messenger service.** Tracking of mailed items is the sole responsibility of the applicant.
  - Evidence of your migratory status in the USA (**Only for non US citizens**): Provide your "Alien Registration Card" or "US Visa with I-20/IAP-66"(except B1-B2).
  - Certificate of Absence of Police Records (Only for stays of more than 180 days) issued by the Police Department from the city/cities where you have resided more than six months in the past five years. This Certificate must bear the "Apostille of The Hague Convention" (Contact the Secretary of State of the issuing state). If the Certificate is issued outside the USA it must be duly legalized by the corresponding Consulate of Spain.
  - Medical Certificate (for periods longer than 180 days): Doctor's statement on a doctor or medical center letterhead, indicating that the student has been examined and found in good physical and mental health to travel to study abroad and is free of contagious diseases.
  - Notarized authorization letter to travel and study abroad from the parents or custodians (only if the applicant is under 18 years of age).

**•ADDITIONAL REQUIREMENTS MAY APPLY•**

Applicants **must submit originals and copies of the above mentioned documents (passport included)**. If your documents are accepted to process the visa they will not be returned.

Applications for this type of visa will neither be accepted more than four months in advance nor less than one month before the departure date.

The passport must be left in our office so we can process your visa.

It generally takes about six weeks to process this type of visa.

During this time no telephone consultations will be taken by this office regarding your visa status.

If granted your visa will allow you to study in Spain for the requested period of time, as specified on the visa sticker, ("del....al...."). Keep in mind the date format in Europe: Day, Month and Year.

If your stay in Spain is for a period longer than 180 days you will have to request, within one month of your arrival in Spain, an authorization for the completion of your studies as well as the proper student ID card from the Police Department in Spain ("Policia Nacional").

Due to the high number of applicants, we recommend all students to apply for their visas as soon as possible, at the latest six weeks prior to the departure date. Plan your trip in advance

This visa will allow you for transit in the Schengen countries to and from Spain up to a maximum of 5 days (total).

## **Consulate General of Spain in Houston**

1800 Bering Dr., Suite 660

Houston, TX 77057

Tel. (713) 783-6200/05/14

Fax: (713) 783-6166

E-mail: [spainconsulatehoust@prodigy.net](mailto:spainconsulatehoust@prodigy.net)

Página Web: <http://www.maec.es/Consulados/houston/es/Home>

Jurisdicción: New Mexico, Oklahoma, Texas.

[http://www.maec.es/subwebs/Consulados/Houston/en/MenuPpal/Servicios%20Consulares/RequirementsEntrySpainVisas/Paginas/visas\\_emblondon.aspx#sec2](http://www.maec.es/subwebs/Consulados/Houston/en/MenuPpal/Servicios%20Consulares/RequirementsEntrySpainVisas/Paginas/visas_emblondon.aspx#sec2)

## **Requirements for entry into Spain and visas**

### Visas

- Short-term
- Long-term
- Place of application
- Requirements
- Visa issue
- Refusal and appeals

### ***Short-term***

Foreign nationals intending to enter Spanish territory must have the corresponding transit or visitor's visa if the nature of their nationality means they are required to do so.

The list of countries whose nationals are obliged to have a visa to cross foreign borders and the list of countries whose nationals are exempt from this obligation can be found in Regulation EC/539/2001 of the European Council of 15 March, 2001.

This regulation has been modified by regulations EC/2414/2001 and 453/2003.

The updated lists are included as Attachment I (.pdf)

Certain nationalities require an airport transit visa to transit the international area of a Spanish airport.

This visa is required for nationals of the countries listed in Attachment II (.pdf)

Download application form for Schengen visa (Spanish, PDF, 38 Kb), (Spanish-English, PDF, 37 Kb), (Spanish-French, PDF, 39 Kb).

### ***Long-term***

All foreigners who do not hold the nationality of a European Union member state, Norway, Iceland, Liechtenstein or Switzerland, and who wish to remain in Spain more than ninety days out of every six months, must in all cases apply for a long-term visa, which may be:

- Resident's visa: allows the holder to reside in Spain without undertaking any type of work or professional activity.
- Work and resident's visa: allows the holder to undertake work or professional activity, either for third parties or on his or her own behalf.

- Student's visa: allows the holder to remain in Spain in order to pursue courses, studies, research or training programmes.

In the case of the spouse, parent or descendent of a citizen of the European Union, Norway, Iceland, Liechtenstein or Switzerland, he or she need only apply for a visitor's visa if he or she wishes to live in Spain and is subject to this requirement ([Attachment I.pdf](#)). Otherwise he or she will not require any type of visa to live in Spain.

Download application form for Schengen visa (Spanish, PDF, 38 Kb), (Spanish-English, PDF, 37 Kb), (Spanish-French, PDF, 39 Kb).

### ***Place of application***

*The visa is requested and issued in the Spanish diplomatic missions and consular offices.*

*Where there is no Spanish diplomatic mission or consular office in a particular country, a transit or visitor's visa can be requested from the diplomatic mission or consular office which represents Spain in that country.*

The list of representatives appears in [Attachment III.pdf](#)

### ***Requirements***

The visa must be requested and collected in person at the diplomatic mission or consular office for the area in which the foreign national resides.

This can also be done via a duly authorized proxy in the case of a transit, visitor's or resident's visa for reasons of family reunification.

The required fee must be paid at the moment the visa is requested, and will not be refunded in the event the application is refused.

Any other requirements must be consulted in the diplomatic mission or consular office where the visa is requested, as they may vary according to the type of visa and the applicant's country of origin.

### ***Visa issue***

The foreign national must collect his or her visa within two months of being notified that it has been granted. In the case of a resident's, work, or student's visa, the holder must obtain a foreign national's identity card within one month of his or her entry into Spain.

### ***Refusal and appeals***

Whenever the diplomatic missions and consular offices decide to refuse a visa, the applicant must be always notified. However they are under no obligation to provide reasons for the refusal, except in the case of visas for family reunification or for work for third parties.

You may appeal the refusal of a visa either by means of a request for reconsideration from the same diplomatic mission or consular office with one month, or by requesting a judicial review before the Supreme Court in Madrid, within two months.

## Los Angeles Consulate General of Spain\_ Student Visa info

5055 Wilshire Blvd., Suite 860

Los Angeles, CA 90036

Tel. (323) 938-0158/0166

Fax: (323) 938-2502

E-mail: consplax@mail.mae.es

Página Web: <http://www.maec.es/Consulados/LosAngeles/es/Home/>

**Jurisdicción: California (Counties, Kern, Los Angeles, Orange, Riverside, Bernardino, San Diego, San Luis Obispo, Barbara y Ventura), Arizona, Colorado, Utah.**

<http://www.maec.es/subwebs/Consulados/LosAngeles/en/MenuPpal/RequirementsEntrySpainVisas/Estudios/Paginas/noticia1.aspx>

### Visas to Study (student)

- Required documents
- Fees
- Where to apply
- How to apply
- When to apply
- Notice to applicants of a student visa over 180 days

### Required documents

1. **Visa application form** and copy: The application forms must be signed and filled out in print. (form instructions) (checklist)
2. **Two passport-type photos:** (see specifications)
3. **Passport** and copy : Passport valid for a minimum of 3 months after the expected date of departure from Spain, with at least one blank page to affix the visa. Your passport must remain at the Consulate.
4. **I.D. card** and copy of either of the following: US Driver's license, US State ID card, Voter's Registration Card, current Student ID.
5. Non-Us citizens will have to provide **Evidence of their Immigration Status in the US** (Non-US passport holders only): Provide and "alien Registration Card" or a US Visa with I-20 / IAP-66
6. **Acceptance letter:** Original letter of acceptance as a full-time student in Spain from the Spanish University/School and US program indicating: name, address, phones, e-mail, and registration number of the school with the Ministry of Education of Spain; full payment tuition; duration of the program (date of start & date that finishes); subjects of study; hours of study per week (20 at least). Please note that no application will be accepted without the original letter.
7. **Evidence of funds:** Provide either of the following:
  - Statement from the University School or US program assuming full financial responsibility for room and board.
  - Proof of financial aid or scholarship of at least 1.500€ per month, for room and board.
  - Notarized letter from parents/guardians assuming full financial responsibility for at least 1.500€ per month, for room and board.Suggested wording: "I hereby certify that I, the (father, mother, other) of (..), will support her/him with a monthly allowance of 1.500€ while she/he is in Spain and that I am financially responsible for any emergency that may arise."
8. Proof of **travel /health/accident insurance:** a letter from your insurance company stating that they will cover 100% (no deductibles) of the medical expenses with emergency and repatriation services and a minimum coverage of 30.000€ or its equivalent in dollars. Policies with reimbursements or co-payments will not be accepted. You can buy travel insurance from your travel agency or through the internet.
9. **Medical certificate** (for stays over 180 days only): A doctor's recent statement (not older than 3 months) in doctor's or medical center's letterhead, indicating that the student has been examined and found in good physical and mental health to travel and study abroad, and free of contagious diseases. (original + 1 copy)

10. **Certification of "absence of police records"** (for stays over 180 days only): The certification of "absence of police records" should be certified by the police authorities of all places where the applicant has resided during the past five years. If the country where the police record was issued is not the U.S., the certificate must be legalized by the Spanish consulate in that country. This certificate can not be older than three months from the application date and must be legalized with "Apostille of The Hague" (original + 1 copy)
  11. **Round trip airline reservation from USA – Spain – USA** (For Studies longer than 180 days, one way trip USA – Spain)
  12. **Visa fee:** money order made out to Consulate General of Spain.
  13. **Self-addressed USPS envelope:** For your passport to be returned by mail, bring a pre-paid self-addressed **express mail** envelope from the US Postal Service with appropriate postage, and completed mailing label with your name and address in the "From" and "To" boxes, waiver of signature box checked and mailer signature. No other courier service is accepted. Tracking of mailed items is the responsibility of the applicant.
- Notice to applicants of a student visa over 180 days Please, be aware of documents #9 and #10**
1. Within a month upon arrival in Spain, you must also request a pertinent Student ID Card from the Spanish Police (Policia Nacional) **ADDITIONAL REQUIREMENTS MAY APPLY.**

**Fees: Where to apply**

**Apply at this Consulate** if you study or your permanent address is in: Southern California (County of Imperial, Inyo, Kern, Los Angeles, Orange, Riverside, San Bernardino, San Diego, San Luis Obispo, Santa Barbara and Ventura), Arizona, Colorado or Utah. Otherwise, please, check the appropriate Consulate at this site

**How to apply**

1. **Apply in person** with an appointment. **Click here to make an appointment.**

2. **By a representative**

(only parent or guardians, written, notarized authorization needed). **Click here to make an appointment**

**No visa will be processed by mail.**

3. **Students under 18 years old:** a notarized letter of authorization from the parents or guardians is required

4. **Study Abroad Program Directors and / or Coordinators** may request authorization from this Consulate to act as legal representatives for a group of students (fax 323-938-2502 or email: cog.losangeles.vis@mae.es)

**When to apply** Applications will not be accepted more than 120 days in advance or less than 60 days prior to departure.

Visas for student's dependants (spouse and children under 18 years of age) may be requested simultaneously. Visa processing takes a long time. Please contact us only if you have not received your visa 7 days before the date of your departure. We will need your full name, date of birth and date of departure.

## **Consulate General of Spain in Miami**

2655 Le Jeune Rd., Suite 203

Coral Gables, FL 33134

Tel. (305) 446-5511/12/13

Fax: (305) 446-0585

E-mail: [cgspain.miami@mail.mae.es](mailto:cgspain.miami@mail.mae.es)

Página Web: <http://www.conspainmiami.org/>

Jurisdicción: Florida, South Carolina, Georgia

Miami Visados/STUDENT. <http://www.conspainmiami.org/Visados/STUDENT.htm>

### **Student Visas**

#### **NO APPLICATION WILL BE ACCEPED WITHOUT PRIOR APPOINTMENT!!!**

The Consulate General in Miami has jurisdiction over the following states: Florida, Georgia and South Carolina. If your permanent residence is in one of these States you must apply at this Consulate. If your permanent residence is in another state contact the Consulate that has jurisdiction over your State. If you attend school, college or university in any of the above mentioned states and your permanent residence is in another State, you can process your visa at the Consulate General of Spain in Miami. (See web site <http://www.spainemb.org/>).

**A student visa is mandatory for any foreigner wishing to study in Spain for more than 90 days.**

**Application for a student visa must be made in person or by your parent(s)/legal guardian(s) for minor children (bring original and copy of parent's driver license and Birth Certificate of the minor child with the Apostille Certification if the duration of the stay in Spain is longer than 6 months).**

#### **To apply for a student visa the following requirements are necessary:**

ORIGINAL PLUS ONE PHOTOCOPY OF THE FOLLOWING DOCUMENTS :

1. Application for Schengen visa, completed and signed.
2. Two recent pictures, passport size pictures (white background) glued to the application forms.
3. Passport (must be signed and valid for a minimum of three months beyond the expected day of return).
4. Permit to return to the United States of America in the form of a resident card, OR a student/work visa that is stamped on the passport and is valid for a period of 6-months beyond the expected length of stay in the Schengen area, or the period of validity of the visa, whichever is longer.(N/A TO US CITIZEN)
5. Driver License and School I.D.
6. Original official certificate of admission addressed to this Consulate **in Spanish**, issued in Spain, verifying enrollment as a full-time student in an official university or school in Spain, and verification of full payment of tuition (room and board). **This letter must mention that you will be eligible for a credit towards your Bachelor's Degree or other degree and indicate your course of study, duration of program (starting date and ending of the program), school's address and the name and phone number of the person to contact at school in Spain.**
7. Information about the study program.
8. Proof of health insurance coverage during your stay in Spain, for urgent medical expenses and repatriation due to accident or sudden illness. Minimum coverages \$50,000.00 with no deductible.
9. Notarized letter from parents assuming full financial responsibility for the student during the entire stay in Spain. Attach copy of the parent's ID, bank statement and birth certificate of the student.
10. Proof of means of support and guarantee living expenses in the form of:
  - If you go with an international program, present a letter from the study-abroad program assuming full financial responsibility for tuition, room and board for the student during his/her stay in Spain

- Bank statements showing sufficient means of support to cover all the expenses in Spain
- Proof of having received financial aid or scholarship covering expenses for tuition, room, board, and personal expenses during the stay in Spain.
- Notarized invitation issued in Spain from a Spanish national or a Spanish legal permanent resident in Spain.

***If the duration of the stay in Spain is longer than six months:***

A.- original translated into Spanish medical letter typed on doctor's stationary, verifying that the applicant is free from the following quarantine diseases: yellow fever, cholera, and the plague. The certificate must also certify that the applicant is free of drug addictions and mental illness. These items must be specified and the letter must be signed by a Medical Doctor.

B.- original certificate of good conduct (police clearance) issued by the police department of the city or cities in which the applicant has spent six months or more during the last five years, must be notarized, translated into Spanish and legalized with the Apostille Certification issued by the corresponding Department of State, where the police clearance letter was issued (please, contact your State Department for more information, in Florida at: 850-245-6945).

For students wishing to study for more than 6 months: All student visas are valid for a period of 90 days from the date of entry into Spain. Upon entry and within the first thirty days, you must present your passport and visa to the "comisaría de extranjería y documentación" in your place of residence in Spain so that you may obtain the national student card. This "Spanish Student Residency Card" is then valid for as long as the student is enrolled in the program in Spain.

Applications will not be accepted more than 90 days in advance. Passports must be left at this Consulate for processing. Apply at least five weeks before your trip to allow enough time to process your visa.

If you have time to wait for your passport to be returned by mail, bring a **US Postal Service Express-Mail Envelope** with appropriate postage and completed mailing label form. Other express delivery service, certified or registered mail are not accepted. Tracking of mailed items is the responsibility of the applicant.

**Important information:**

- 1.- **Incomplete applications WILL NOT be processed.**
- 2.- Please, plan your trip ahead of time! **It may take several weeks to process your application.**
- 3.- You should also pay the cost of your visa at the moment of application.
- 4.- Visa fee. (Payment must be made by MONEY ORDER. No personal checks will be accepted).
- 5.- For children under 18 years old are required the followings: the birth certificate with Apostille Certification, parent's identifications and notarized permission to travel.  
Final judgment of dissolution of marriage and the custody agreement concerning the children of divorced parents.

## **Consulate General of Spain in New Orleans**

2102 World Trade Center.

2 Canal Street

New Orleans, LA 70130

Tef. (504) 525-4951/7920

Fax: (504) 525-4955

E-mail: [conspneworleans@mail.mae.es](mailto:conspneworleans@mail.mae.es)

Página Web: <http://www.maec.es/Consulados/NuevaOrleans/es/home>

Jurisdicción: Alabama, Arkansas, Louisiana, Mississippi, Tennessee.

**Please, first call the Consulate-General of Spain in New Orleans for instructions:**

**c/o Amelia Henderson**

**Tel# (504) 525-4951**

### **Consulado /Nueva Orleans visas**

[http://www.maec.es/subwebs/Consulados/NuevaOrleans/en/MenuPpal/Servicios%20Consulares/RequirementsEntrySpainVisas/Paginas/posting\\_TSW.aspx#sec5](http://www.maec.es/subwebs/Consulados/NuevaOrleans/en/MenuPpal/Servicios%20Consulares/RequirementsEntrySpainVisas/Paginas/posting_TSW.aspx#sec5)

#### **Requirements for entry into Spain and**

##### **Visados**

- Corta duración
- Larga duración
- Lugar de solicitud
- Requisitos
- Expedición del visado
- Denegación y recursos

##### **Corta duración**

Los extranjeros que se propongan entrar en territorio español deberán ir provistos del correspondiente visado de tránsito o estancia si por razón de su nacionalidad están sometidos a dicho requisito.

La lista de países cuyos nacionales están sometidos a la obligación de visado para cruzar las fronteras exteriores y la lista de países cuyos nacionales están exentos de esa obligación se han establecido en el Reglamento (CE) nº 539/2001, del Consejo de la Unión Europea de 15 de marzo de 2001.

Dicho Reglamento ha sido modificado por los Reglamentos (CE) nº 2414/2001 y nº 453/2003.

La listas actualizadas figuran como Anejo I (PDF, 12,5 kb).

Para ciertas nacionalidades es necesario un visado de tránsito aeroportuario cuando pretendan atravesar la zona internacional de un aeropuerto español.

Dicho visado se exige a los nacionales de los países que figuran en el [anejoll.pdf](#).

Descargar Impreso de Solicitud de Visado Schengen (español, PDF, 38 Kb), (español-inglés, PDF, 37 Kb), (español-francés, PDF, 39 Kb).

## Larga duración

Todos los extranjeros que no posean la nacionalidad de un Estado miembro de la Unión Europea, de Noruega, Islandia, Liechtenstein o Suiza, si desean permanecer en España más de noventa días por semestre es necesario que tramiten, en todo caso, un visado de larga duración que podrá ser:

- Visado de residencia: habilita para residir en España sin ejercer actividad laboral o profesional.
- Visado de trabajo y residencia: habilita para ejercer una actividad laboral o profesional, por cuenta ajena o propia.
- Visado de estudios: habilita a permanecer en España para la realización de cursos, estudios, trabajos de investigación o formación.

Si se trata del cónyuge, ascendiente o descendiente de un ciudadano de la Unión Europea, de Noruega, Islandia, Liechtenstein o Suiza, solamente deberá tramitar un visado de estancia si desea residir en España y está sometido a dicho requisito (Anejo 1). En caso contrario no precisará ningún tipo de visado para residir en España.

Descargar Impreso de Solicitud de Visado Schengen (español, PDF, 38 Kb), (español-inglés, PDF, 37 Kb), (español-francés, PDF, 39 Kb).

## Lugar de solicitud

El visado se solicitará y expedirá en las Misiones Diplomáticas y Oficinas Consulares españolas.

Si se trata de visados de tránsito o estancia y no existe Misión Diplomática u Oficina Consular española en un país determinado, podrán solicitarse en la Misión Diplomática u Oficina Consular que represente a España en dicho país.

La lista de representación figura en el Anejo III.

## Requisitos

La solicitud de visado y su recogida debe realizarse personalmente en la Misión Diplomática u Oficina Consular en cuya demarcación resida el extranjero.

Se admite la posibilidad de realizarlo mediante representante debidamente autorizado cuando se trata de visados de tránsito, estancia o residencia por reagrupación familiar de menores.

En el momento de realizar la solicitud de visado debe abonarse la tasa establecida sin que esté prevista su devolución en caso de resultar denegada la solicitud.

El resto de requisitos necesarios deberán consultarse en la Misión Diplomática u Oficina Consular donde se solicite el visado ya que varían según el tipo de visado y el país de origen del solicitante.

## Expedición del visado

En el plazo de dos meses desde la notificación de la concesión, el extranjero deberá recoger el visado. Si el visado expedido es de residencia, de trabajo y residencia o de estudios, su titular deberá obtener una tarjeta de identidad de extranjero en el plazo de un mes desde su entrada en España.

## Denegación y recursos

Las Misiones Diplomáticas u Oficinas Consulares cuando resuelvan denegar un visado deben notificarlo siempre al interesado no estando obligadas a motivar dicha denegación, salvo si se trata de visados de residencia para reagrupación familiar o para trabajo por cuenta ajena.

Los recursos que pueden interponerse contra la denegación de un visado son el recurso de reposición, ante la propia Misión Diplomática u Oficina Consular en el plazo de un mes, y el recurso contencioso-administrativo ante el Tribunal Superior de Justicia de Madrid, en el plazo de dos meses.

## New York Consulate General of Spain

150 East 58th Street, 30 th & 31st Floors

New York, NY 10155

Tef. (212) 355-4080/81/82/85/90

Fax: (212) 644-3751

E-mail: [spainconsulny@mail.mae.es](mailto:spainconsulny@mail.mae.es)

Página Web: <http://www.maec.es/Consulados/NuevaYork/es/Home/>

Jurisdicción: New York, Connecticut, Delaware, Pennsylvania, New Jersey

### Visas\_NY\_ Student Visas

This type of visa allows you to study or do research work in Spain for periods exceeding 3 months.

U.S. citizens do not need a visa to study in Spain for less than 90 days.

This visa must be obtained for studies under 3 months by all nationals that are not EU citizens or they are from the countries that require visas to travel to the Schengen countries (see Anejo 1 ICC ).

You can apply at this Consulate if you have your permanent residency or study in our jurisdiction (New York, New Jersey, Connecticut, Pennsylvania or Delaware). If you live or study in another area please check with the appropriate Consulate.

The application must be submitted in person by you or through an authorized representative (it must have a notarized authorization).

#### **We do NOT accept applications by mail.**

By submitting your student visa application you can also apply for the visa for your spouse and children under 18 years of age.

The visa will be affixed to your passport before you depart the United States and it must be presented at your point of entry into the Schengen countries.

Documents you must submit in order to apply for a **Student Visa**:

- 2 Schengen Application forms dully filled out and signed.
- Passport. The passport must be valid for the intended period of your stay in Spain with at least one blank page to affix the visa. Also provide either of the following: US drivers license, US State ID card, current student ID.
- 2 recent photos passport size with a white background. Staple one photo on each of the application forms.
- Letter of acceptance as a full time student from Spain's University/School or US program **indicating**: name, address and registration number of the school with Spain's Department of Education; (Ministerio de Educación de España) full payment of tuition, duration of the program, subjects of the study and hours of study per week which must be no less than 20.
- Health Insurance (original form): International insurance coverage for health/accident with a minimum coverage equal to €30,000 during the planning period of stay in Spain (or its equivalency in dollars).
- Proofs of financial means during your stay: Please provide **one** of the following:
  1. Letter from the University or School in Spain or in the USA assuming full financial responsibility during your stay (this is often included into the acceptance letter)
  2. Proof of financial aid or scholarship for at least \$1,000 per month for room and board.
  3. Notarized letter from your parents or legal guardians assuming full financial responsibility for at least \$1,000 per month for room and board. Suggested wording: "I hereby certify that I'm the (father/mother/other) of (...), will support him/her with a monthly allowance of at least \$1,000 while he/she is in Spain and that I'm financially responsible for any emergency that may arise".
  4. Personal bank account statements showing at least \$1,000 per month of stay.
- "Money-Order" to pay the **non-refundable visa fee** (no personal checks or cash accepted).

- Self-addressed and Pre-Paid US "Express-Mail" envelope from the USPS if you wish to have your passport returned by mail. **We do NOT accept any other type of courier or messenger service.** Tracking of mailed items is the sole responsibility of the applicant.
- Evidence of your migratory status in the USA (**Only for non US citizens**): Provide your "Alien Registration Card" or "US Visa with I-20/IAP-66"(except B1-B2).
- Certificate of Absence of Police Records (Only for stays of more than 180 days) issued by the Police Department from the city/cities where you have resided more than six months in the past five years. This Certificate must bear the "Apostille of The Hague Convention" (Contact the Secretary of State of the issuing state). If the Certificate is issued outside the USA it must be duly legalized by the corresponding Consulate of Spain.
- Medical Certificate (for periods longer than 180 days): Doctor's statement on a doctor or medical center letterhead, indicating that the student has been examined and found in good physical and mental health to travel to study abroad and is free of contagious diseases.
- Notarized authorization letter to travel and study abroad from the parents or custodians (only if the applicant is under 18 years of age).

**•ADDITIONAL REQUIREMENTS & TIME MAY APPLY•**

Applicants **must submit originals and copies of the above mentioned documents.** If your documents are accepted to process the visa they will not be returned.

**Applications for this type of visa will neither be accepted more than four months in advance nor less than 7 weeks before the departure date.**

The passport must be left in our office so we can process your visa.

**It takes a minimum of 7 weeks to process this type of visa.**

During this time no telephone consultations will be taken by this office regarding your visa status.

If granted your visa will allow you to study in Spain for the requested period of time, as specified on the visa sticker, ("del....al...."). Keep in mind the date format in Europe: Day, Month and Year.

If your stay in Spain is for a period longer than 180 days you will have to request, within one month of your arrival in Spain, an authorization for the completion of your studies as well as the proper student ID card from the Police Department in Spain ("Policía Nacional").

This visa will allow you for transit in the Schengen countries to and from Spain up to a maximum of 5 days (total).

## **Consulate General of Spain in Puerto Rico**

Edificio Mercantil Plaza, 11th.  
floor of 1101

Hato Rey - Puerto Rico 00919

Enviar correspondencia a:

Apartado Postal 9243

Santurce, PR 00908

Tef. (787) 758-6090/6142/6279

Fax: (787) 758-6948

E-mail: [cgesp.pr@correo.mae.es](mailto:cgesp.pr@correo.mae.es)

Pagina Web: <http://www.mae.es/Consulados/SanJuanPuertoRico/es/Home/>

Jurisdicción: Puerto Rico, Island of Culebra and Vieques, Islas Vírgenes.

[http://www.mae.es/subwebs/Consulados/SanJuanPuertoRico/en/MenuPpal/Servicios%20Consulares/RequirementsEntrySpainVisas/Paginas/visas\\_emblondon.aspx](http://www.mae.es/subwebs/Consulados/SanJuanPuertoRico/en/MenuPpal/Servicios%20Consulares/RequirementsEntrySpainVisas/Paginas/visas_emblondon.aspx)

### **Requirements for entry into Spain and visas**

#### **Visas**

- Short-term
- Long-term
- Place of application
- Requirements
- Visa issue
- Refusal and appeals

#### ***Short-term***

Foreign nationals intending to enter Spanish territory must have the corresponding transit or visitor's visa if the nature of their nationality means they are required to do so.

The list of countries whose nationals are obliged to have a visa to cross foreign borders and the list of countries whose nationals are exempt from this obligation can be found in Regulation EC/539/2001 of the European Council of 15 March, 2001.

This regulation has been modified by regulations EC/2414/2001 and 453/2003.

The updated lists are included as Attachment I (.pdf)

Certain nationalities require an airport transit visa to transit the international area of a Spanish airport.

This visa is required for nationals of the countries listed in Attachment II (.pdf)

Download application form for Schengen visa (Spanish, PDF, 38 Kb), (Spanish-English, PDF, 37 Kb), (Spanish-French, PDF, 39 Kb).

#### ***Long-term***

All foreigners who do not hold the nationality of a European Union member state, Norway, Iceland, Liechtenstein or Switzerland, and who wish to remain in Spain more than ninety days out of every six months, must in all cases apply for a long-term visa, which may be:

- Resident's visa: allows the holder to reside in Spain without undertaking any type of work or professional activity.
- Work and resident's visa: allows the holder to undertake work or professional activity, either for third parties or on his or her own behalf.
- **Student's visa:** allows the holder to remain in Spain in order to pursue courses, studies, research or training programmes.

In the case of the spouse, parent or descendent of a citizen of the European Union, Norway, Iceland, Liechtenstein or Switzerland, he or she need only apply for a visitor's visa if he or she wishes to live in Spain and is subject to this requirement ([Attachment I.pdf](#)). Otherwise he or she will not require any type of visa to live in Spain.

Download application form for Schengen visa (Spanish, PDF, 38 Kb), (Spanish-English, PDF, 37 Kb), (Spanish-French, PDF, 39 Kb).

### ***Place of application***

The visa is requested and issued in the Spanish diplomatic missions and consular offices.

Where there is no Spanish diplomatic mission or consular office in a particular country, a transit or visitor's visa can be requested from the diplomatic mission or consular office which represents Spain in that country.

The list of representatives appears in [Attachment III.pdf](#)

### ***Requirements***

The visa must be requested and collected in person at the diplomatic mission or consular office for the area in which the foreign national resides.

This can also be done via a duly authorized proxy in the case of a transit, visitor's or resident's visa for reasons of family reunification.

The required fee must be paid at the moment the visa is requested, and will not be refunded in the event the application is refused.

Any other requirements must be consulted in the diplomatic mission or consular office where the visa is requested, as they may vary according to the type of visa and the applicant's country of origin.

### ***Visa issue***

The foreign national must collect his or her visa within two months of being notified that it has been granted. In the case of a resident's, work, or student's visa, the holder must obtain a foreign national's identity card within one month of his or her entry into Spain.

### ***Refusal and appeals***

Whenever the diplomatic missions and consular offices decide to refuse a visa, the applicant must be always notified. However they are under no obligation to provide reasons for the refusal, except in the case of visas for family reunification or for work for third parties.

You may appeal the refusal of a visa either by means of a request for reconsideration from the same diplomatic mission or consular office with one month, or by requesting a judicial review before the Supreme Court in Madrid, within two months.

## San Francisco Consulate General of Spain

1405 Sutter St.

San Francisco, CA 94109

Tel. (415) 922-2995/96

Fax: (415) 931-9706

E-mail: [conspso@mail.mae.es](mailto:conspso@mail.mae.es)

Página Web: <http://www.maec.es/Consulados/sanfrancisco/es/Home/>

Jurisdicción: Alaska, California, Hawaii, Idaho, Montana, Nevada, Oregon, Washington, Wyoming, posesiones estadounidenses en el Pacífico.

<http://www.maec.es/subwebs/Consulados/SanFrancisco/en/MenuPpal/Servicios%20Consulares%20y%20Visados/Visados/Documents/StudentVisa.pdf>

### Student Visa

#### I. General Info:

US passport holders do not need a visa to visit Spain for less than 90 days in Spain.

The documents required to apply are: application form; passport and copy of ID; 3 passport photos; a letter confirming your acceptance in a Spanish University/School; evidence of fund; health insurance; round trip reservation/itinerary; visa fee; self addressed USPS enveloped. Evidence of Immigration Status in the US is required for non-US passport holders. See details below.

If your program is for more than 180 days you will need a certificate of absence of police records and a medical certificate. See details below.

#### II. Where and how to apply

**The visa department of the Consulate of Spain in San Francisco will consider applications for Visas BY APPOINTMENT ONLY. To schedule an appointment visit our website.**

1. Apply at this Consulate if you study or your permanent address is in: Alaska, California (excluding the counties San Luis Obispo, Kern, San Bernardino, Santa Bárbara, Ventura, Los Angeles, Orange, Riverside, San Diego, and Imperial which belong to the jurisdiction of the Consulate General of Spain in Los Angeles), Hawaii, Idaho, Montana, Nevada, Oregon, Washington, Wyoming. Please, check the appropriate Consulate at [www.mae.es/Embajadas/Washington/es/MenuPpal/Servicios+Consulares](http://www.mae.es/Embajadas/Washington/es/MenuPpal/Servicios+Consulares)
2. Apply in person or by legal representative (only **parent** or **custodians**, written, notarized authorization needed). Study Abroad Program Directors or Coordinators may request authorization from this Consulate to act as legal representatives for a group of students (fax 415 9319706 or email: [conspso@correo.maec.es](mailto:conspso@correo.maec.es))
3. Applications will not be accepted less than 50 days prior to departure.
4. If the student is under 18 years old a notarized letter of authorization from the parents is required. See details, below (Section III, number 12).

#### III. Documents required

1. Three application forms: Download application form and instructions on how to fill out the application from [www.maec.es/consulados/sanfrancisco](http://www.maec.es/consulados/sanfrancisco) The application forms must be signed and filled out in print. (Original+2 copies)
2. Original and copy of Passport and ID: Passport valid for a minimum of 6 months after the indented date of departure from Spain, with at least one blank page to affix the visa. Your passport must remain at the Consulate. (**original passport + 1 copy**) Provide also a copy of either the following: US Driver's license, US State ID card, Voter's Registration Card, current Student ID.
3. Three passport size photos (White Background)
4. Acceptance letter (original form): Letter of acceptance as a full-time student in Spain from the Spanish University/School or US program indicating: name, address, and registration number of the school with the Ministry of Education of Spain; full payment tuition; duration of the program (date of start & date that finishes); subjects of study; hours of study per week (20 at least).
5. Evidence of funds: Provide either of the following:  
 Statement from the University/School or US program assuming full financial responsibility for room and board (commonly included in the "Letter of acceptance").

Proof of financial aid or scholarship of at least \$2,200 per month, for room and board.

Notarized letter of parents/custodians, assuming full financial responsibility for at least \$2,200 per month, for room and board. Suggested wording: "I hereby certify that I the (father, mother, other) of (..), will support her/him with a monthly allowance of \$2,200 while she/he is in Spain and that I am financially responsible for any emergency that may arise."

6. Health insurance: Provide **Original Letter** from your health insurance company of evidence or medical/travel accidental insurance with international coverage for the intended period of stay in Spain at a minimum of 30,000 euros (or its equivalent in US dollars).

7. Visa fee: Money Order or Cash (exact change). No personal check, no credit cards. The visa fee is not refundable

US passport holders: \$100

Non-US passport holders: \$76.80

8. Self-addressed USPS envelope: For your passport to be returned by mail, bring a pre-paid self-addressed **express mail envelope of the US Postal Service** with **\$17.50** in stamps. No other courier service is accepted.

9. Evidence of Immigration Status in the US (Non-US passport holders only): Provide an "alien Registration Card" or a US Visa with I-20 / IAP-66. (original + 1 copy)

10. Certification of "absence of police records" (for stays over 180 days only): Police authorities of all places where applicant resided during the last five years must certify as to the absence of police records. This certificate cannot be older than three months from the application date and **must be legalized with the Apostille of the Hague Convention** (contact the Secretary of State of the state where it is issued [http://travel.state.gov/law/info/judicial/judicial\\_2545.html](http://travel.state.gov/law/info/judicial/judicial_2545.html) ) If the country is not the U.S., the certificate must be legalized by the Spanish Consulate in that country. **(original + 1 copy)**

11. Medical certificate (for stays over 180 days only): A doctor's recent statement (not older than 2 months) in doctor's or medical center's letterhead, indicating that the student has been examined and found in good physical and mental health to travel and study abroad, and free of contagious diseases. Must be signed by a M.D. **(original + 1 copy)**

12. Letter of authorization (if under 18 years of age; original form). Notarized, written authorization of parents/custodians. **(original + 1 copy)**

13. Round trip airline reservation/itinerary. **If your program is for less than 180 days, you must have a return ticket within 15 days after your program ends.** We highly recommend not to purchase travel tickets until your visa has been approved

14. ADDITIONAL REQUIREMENTS MAY APPLY.

#### **IV. Your Stay in Spain**

If your program is for over 180 days, you must first obtain a visa to that effect. Within a month upon arrival in Spain, you must also request an authorization to extend your stay until completion of studies and the pertinent Student ID from the Spanish Police (Policía Nacional).

**Visa processing takes 5 to 6 weeks from the submission of all requirements.** Authorized stay is printed in the visa ("del... al" ). Note order of date in Europe: day/month/year. Please contact us only if you have not received your visa 7 days before the date of your departure. We will need your full name, date of birth and date of departure.  
AS / 03-03-09