



MINISTERIO DE ASUNTOS EXTERIORES Y  
COOPERACIÓN

CONSULATE GENERAL OF SPAIN EN CHICAGO

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STUDENT VISA

The visa process takes **4 weeks** from the day the application, plus **10 days** for mail delivery.  
We recommend you schedule an appointment (**appointments are free of charge**) as soon as you have all the required documents and not before 90 days prior to the beginning of your studies in Spain.  
US citizens may enter Spain as a student for up to 90 days without a visa.

WHERE AND WHEN TO APPLY

The Consulate of Spain in Chicago will consider applications in person for Visas **BY APPOINTMENT ONLY**. One appointment per person. To schedule an appointment click in the following link:  
<https://app.timetrade.com/tc/login.do?url=spainconsulchicago>

1. Apply at this Consulate, if you study or your permanent address is in: **Illinois, Indiana, Iowa, Kansas, Kentucky, Michigan, Minnesota, Missouri, Nebraska, North Dakota, Ohio, South Dakota and Wisconsin.**
2. Apply in person or by legal representative (only **parents or custodians**) with a written notarized authorization. In that case, the applicant **must come in person** to pick up the visa.
3. Study Abroad Program Coordinators may request authorization to act as legal representatives for a group of students by fax or email.

DOCUMENTS TO SUBMIT TOGETHER WITH THE APPLICATION

All documents to be submitted in original form + 1 copy.

1. **National visa application form:** application form signed and filled in, in legible print.
2. **Original Passport and ID** (plus 1 photocopy of both): Valid passport for a minimum of 1 year, with at least one blank page to affix the visa. Your passport may remain at the Consulate. Please provide proof of residency by means of a copy of US Driver's license or US State ID or Voter's Registration card, or recent Student ID.
3. **One recent passport sized photo:** (White Background, 2x2") glued to the form.
4. **Copy of the Acceptance Letter** as a full-time student from Spain's University/School or US Program indicating: name, address, contact person, telephone and email of the school, full payment of tuition, dates of the program, subjects of study and hours of study per week (20 at least).
5. **For the visa validity, you must fill out numbers 21 (date of intended entry into Spain) and 28 on application form.** *The intended date of entry in Spain should not be over 10 days from the beginning of the studies. All the Student visas will be issued to start approx. 10 days prior to the first day of studies. We highly recommend you not to purchase your travel tickets until your visa has been approved.*
6. **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 € 532/month (or its equivalent in USD), for room and board.
  - Notarized letter of parents/custodians, assuming full financial responsibility for at least € 532/month (or its equivalent in USD), 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 € 532/month (or its equivalent in USD) while she/he is in Spain and that I am financially responsible for any emergency that may arise.'
7. **Proof of health insurance** with international coverage for the intended period of stay in Spain at a minimum of € 30,000 (or its equivalent in US dollars) and necessarily including Repatriation Coverage.
8. **Criminal History Information/Police Background Check (Programs over 180 days).** Must be verified by **fingerprints**. It cannot be older than 3 months from the application date. The certificate must be issued from either:
  - a) **State Department of Justice.** Criminal History Information/Police Background Check (from all the States where applicant has lived during the past 5 years). **Legalized with the Apostille of the Hague Convention** by the corresponding **Secretary of the State.**
  - b) **FBI Records**, issued by the **US Department of Justice – F.B.I.** **Legalized with the Apostille of the Hague Convention** by the **US Department of State in Washington DC.**

Local Police background check will not be accepted.

**You must also get a police record from the countries where you have lived during the last 5 years.**

For the Apostille of The Hague Convention in the US, please visit: <http://travel.state.gov/content/travel/english/legal-considerations/judicial/authentication-of-documents/notarial-and-authentication-apostille.html>

9. **Medical Certificate (Programs over 180 days):** A recent doctor's statement (not older than 3 months in doctor's or medical center's letterhead) it must include in writing the following sentence: " *the applicant (identified by Passport's First and Last name) has been examined and found free of any contagious diseases according to the International Health Regulation 2005*". Must be signed by a M.D. Follow our template:

<http://www.exteriores.gob.es/Consulados/CHICAGO/es/ServiciosConsulares/Serviciosconsularenchicago/Documents/documentosvisados/medicalcertificate.pdf>

10. **Proof of health insurance with full coverage in Spain (Programs over 180 days), necessarily including Repatriation Coverage.**

11. If you are not picking up your passport and visa in person, you should include an **Express Mail envelope self-addressed and with prepaid stamps** from the **US Postal Service (only)**, so your passport and visa can be returned by mail. **We only accept one envelope per visa applicant.**

Once the visa is approved, the Consulate will do one of the following:

- Return applicant's passport inside the Express Mail envelope. Applicant can check the status of the shipment by tracking the envelope at [www.usps.com](http://www.usps.com).
- If the applicant didn't provide an envelope, we will send the applicant a written confirmation email using the email address applicant gave to obtain the appointment.

#### **THE CONSULATE DOES NOT TRACK MAIL, OR ANSWER EMAILS ASKING FOR VISA STATUS**

12. **Minors (under 18 years of age):** Must submit:

- Notarized written authorization of both parents/custodians to travel abroad, legalized with Apostille (check number 8 above for information). In the parent's authorization, parents must expressly state the period of time that the minor is authorized and: the name, last name, DNI or NIE numbers and address of the responsible people of the child in Spain.
- Notarized copy of parent passports. Original and copy of minor's Birth Certificate (issued in the last 12 months). The certificate should match both parents' names. At least one parent with ID matching the name on the birth certificate needs to be present with the minor; the other absent parent must give notarized authorization to present parent to apply in his/her behalf.
- Express authorization of the person who represents/coexists with the child during the child's stay in Spain, to carry out the necessary consultation in the Registry of Crimes of a Sexual Nature, unless it is proved that the responsible person is a relative or staff from an Educational Institution in Spain.

13. **Evidence of Immigration Status in the US, for non US passport holders only:** Please provide a Permanent Resident Card or a US Visa with I-20.

- Be advised that additional requirements might be requested.

#### **SPOUSE AND MINOR CHILDREN**

The **spouse** must submit the same documents as the Student visa applicant; together with a marriage certificate (original issued in the last 6 months + photocopy) and **proof of adequate financial resources:** bank statements of the previous year, investments, annuities and any other source of income totalling a minimum of € 399/month (or its equivalent in USD) per first dependent and € 266/month (or its equivalent in USD) per each child.

The **minor children** must submit the same documents as the Student visa applicant, together with birth certificate (original issued in the last 12 months + photocopy), **except Criminal History Information/Police Background Check. Marriage and/or Birth certificates legalized with the Apostille of the Hague Convention** from the corresponding **Secretary of the State and translated into Spanish** by a certified translator.

#### **VISA FEES**

- Please visit our website to check the most recent visa **fees**.
- We only accept money orders. No personal check, no credit cards.
- The processing fee will not be returned even if the visa is not granted or cancelled.

#### **IMPORTANT NOTICE AFTER ARRIVAL IN SPAIN: Please read carefully**

**For programs over 180 days:**

You visa will be issued for 90 days with multiple entries. Once in Spain and no later than 30 days after applicant's arrival in Spain, applicant must request a Student Card (Tarjeta de Estudiante) at the Subdelegación del Gobierno (Oficina de Extranjeros), which will allow to stay in the country for the duration of your solicited time, as well as travel in and out of the country.

- Documents to be submitted when applying for a Student Card:
  - Original Medical Certificate
  - Original Criminal History Information/Police Background Check