



MINISTERIO DE ASUNTOS EXTERIORES Y  
COOPERACIÓN

CONSULATE GENERAL OF SPAIN EN CHICAGO

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<http://www.exteriores.gob.es/consulados/chicago>

Last update January 28th, 2021

*This file contains 4 pages, you must bring then the day of your appointment*

**STUDENT VISA FOR NON-ACTIVE ADULT COLLEGE STUDENTS**

Only for programs lasting 91 days or more. The visa process takes **2 - 4 weeks** from the day the application is completed with no missing documents. During the high visa season (April to December) the process could take **3 – 4 weeks**, depending of the work load and available staff.

We recommend you schedule a free of charge appointment as soon as you have all the required documents *and not before 90 days prior to the beginning of your studies in Spain*. **October, November and December appointments fill out fast, please plan ahead, there are only a limited amount of appointment for each semester and sometimes we cannot accommodate everybody.**

**WHERE AND WHEN TO APPLY**

Student visa applicant must be physically in the US to apply and pick up the visa. The visa cannot be sent by mail to Spain by any means.

The Consulate of Spain in Chicago will consider applications in person for Visas BY APPOINTMENT ONLY. One appointment per person (double appointments will be erased). To schedule an appointment free of charge, go back to the visa section and click on "make a visa appointment".

Apply in person at this Consulate, if you study or your permanent address in your DRIVER LICENSE shows that you live in: **Illinois, Indiana, Iowa, Kansas, Kentucky, Michigan, Minnesota, Missouri, Nebraska, North Dakota, Ohio, South Dakota and Wisconsin.**

**DOCUMENTS TO SUBMIT TOGETHER WITH THE APPLICATION**

ALL DOCUMENTS TO BE SUBMITTED IN 2 SETS (ORIGINAL FORM + 1 COPY) (the Consulate might keep the photocopy after seeing the originalS) **All the mandatory\* requirements must be translated into Spanish by a certified translator. \*(numbers 4, 6, 7, 8, 9 and 10)**

- 1. Two national visa application forms:** The application form must be completed either by hand (in capital letters) or word processed, and duly signed. Make your copy once you have filled out the application form. Please use the international date format DD/MM/YYYY.
- 2. Original PASSPORT AND DRIVER LICENCE ISSUED BY A STATE INSIDE OUR JURDICTION** (plus 1 old fashion photocopy made at a copy machine, not a copy printed of picture taken from your phone): Valid passport for a minimum of 1 year, with at least two continuous blank pages to affix the visa. Your passport will remain at the Consulate during the process. Please provide proof of residency by means of a copy of US Driver's license or US State ID
- 3. One recent PROFESSIONAL PASSPORT SIZE colour 2"x 2" photo**, white background on photo paper, glued to form.
- 4. Copy of the Acceptance Letter (in Spanish or with Spanish translation). From the Spanish University/School as a full-time student 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 hours minimum). *The letter of admission has to be issued in Spain and addressed to this Consulate in Spanish. It has to verify the enrolment to an accredited school; the course should lead to obtain a certificate or degree.*
- 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 15 days from the beginning of the studies. All the Student visas will be issued to start aprox. 15 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 the following document:
  - If you are financially independent: Proof of financial aid or scholarship, the last 3 bank statements showing a minimum balance of at least €564.90/month (or its equivalent in USD) for each month in Spain.
  - If you are not financially independent: Notarized letter of parents/custodians, assuming full financial responsibility for room and board of the specified amount (or its equivalent in USD). Suggested wording: 'I hereby certify that I the (father, mother, other) of (...), will support her/him with a monthly allowance of \$ ...../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 accommodation.** (In Spanish or translated into Spanish). Provide one of the following documents:
  - Lease (minimum of 3 months) with a "Nota Simple" (issued in the last 3 months by [www.registro.es](http://www.registro.es) requested by the owner).
  - Hotel reservation for at least 3 months.
  - If you are staying with a Spanish family or a legal resident:
    - ❖ If the family is assigned by the program, present an official letter from the program with all the details.
    - ❖ If you can't present the official letter from the program, you must present one of the following:
      - If the family owns the property, bring: "Acta de Manifestaciones" signed by the family in front of a Public notary in Spain + "Nota Simple" (see above). If the family doesn't own the property = "Acta de Manifestaciones" see above + lease of the property + "Nota Simple" of the owner of the property.

8. **Non Deductible proof of health insurance** with international coverage from a private health insurance for the intended period of stay in Spain. The insurance company must operate in Spain and must cover **full medical costs and repatriation** resulting from accident or sudden illness or death.

*Travel insurance would not be valid, the applicant should contract health insurance with an insurance company authorized to operate in Spain. Regarding the scope of insurance coverage, it must be, at least, equal to the one offered by the National Health System in Spain to those who are insured. Therefore, it should not have coverage limits or grace periods for certain benefits.*

9. **FBI Records [FOR STAYS OVER 180 DAYS]**, issued by the **US Department of Justice** (Issued in the last 3 months) – **F.B.I. Legalized with the Apostille of the Hague Convention** by the **US Department of State in Washington DC, not from your Secretary of State.** Local Police background check will not be accepted. (Must be presented: FBI records and Apostille both must be translated into Spanish with copies of originals and translations)

*Police Record with Apostille from countries where you have lived (with a visa) during at least 6 months in the past 5 years. We don't need the Police Records from Spain. All the background checks must be translated into Spanish by a certified translator.*

10. **Medical Certificate [FOR STAYS OVER 180 DAYS]**: A recent doctor's statement (not older than 3 months in doctor's or medical center's letterhead) it's mandatory to 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/Serviciosconsularesenchicago/Documents/documentosvisados/medicalcertificate.pdf>.

*The template must be signed and filled out by the doctor, with doctor's stamp; without the stamp, the template is not valid. So if your doctor doesn't have a stamp, in order to be accepted, the doctor must write the information from the template to a letter with a letterhead of the hospital or doctor's office, so it can be accepted at the Consulate*

11. **Express Mail envelope self-addressed and with prepaid stamps** from the **US Postal Service (only)**, so your passport and visa can be returned to you by mail (if you applied in person). *We only accept one envelope per visa applicant. If you are abroad, you must come back to the Consulate to pick up your visa with your original passport used to apply, with no exceptions.*

**DOWNLOAD AND FILL OUT THE DISCLAIMER FORM HERE (MUST BE PRESENTED WITH APPLICATION)**

12. **Evidence of Immigration Status in the US, for non US passport holders only:** Please provide a Permanent Resident Card or a US immigrant visa.

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

- 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 + Apostille + translation + 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 € 423.67/month (or its equivalent in USD) per first dependent and € 282,45/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 + Apostille + translation + photocopy).

**FBI Background Checks (spouse and children over 18 y/0), Marriage and/or Birth certificates all of them must be legalized with the Apostille of the Hague Convention the FBI from the Department of State in Washington and the rest from the corresponding Secretary of the State of the correspondent 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 CASH, PERSONAL CHECKS OR 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:**

Once your visa is approved, your 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, you have to request an identity card Tarjeta de Identidad Extranjero (TIE) at Oficina de Extranjería or Comisaría de Policía of the province where the authorization has been processed.

The applicant will need to display the passport with the visa and **entry stamp** as well as the following documents:

- Official form (EX-17) card application available in:  
<http://extranjeros.mitramiss.gob.es/es/modelossolicitudes/index.html>
- Proof of fee payment
- A recent photograph in colour, white background

Documents that might be submitted when applying for your TIE:

- Originals: Medical Certificate and FBI background check with Apostille



Last update January 28th, 2021

**STUDENT VISA FOR NON ACTIVE ADULT COLLEGE STUDENTS WITH  
LENGTH OF CLASSES LASTING FROM 91 UP TO 180 DAYS  
(CODE SSU)  
REQUIREMENTS CHECKLIST**

Before proceeding, it is mandatory to read and understand the 2 previous instructions pages

- You must present this completed checklist the day of your appointment.
- The check mark's numbers of this checklist are not in order, they just follow the order in which article is posted in the visa instructions.

- #1. TWO Completed and signed APPLICATION FORM (including #21 and #28)
- PAGE 1 AND 2 OF THE STUDENT VISA INSTRUCTION PAGE OF THIS PDF.
- #2. Original PASSPORT and VALID DRIVER LICENSE + 1 copy of both
- #3. Recent PROFESSIONAL PASSPORT PHOTO (white background 2x2")
- #4. Copy of the ACCEPTANCE LETTER (in Spanish or translated into Spanish).
- #6. EVIDENCE of FUNDS (in Spanish or translated into Spanish) (For complete information about the evidence of funds check #6 on the instructions)
- #7. PROVE OF ACCOMODATION.
- #8. Non-deductible HEALTH INSURANCE with repatriation (in Spanish or translated into Spanish) (for complete information about the insurance check #7 on the instructions)
- #11. EXPRESS MAIL envelope with DISCLAIMER (ONLY if student is in the US, and passport with visa is sent to student). Student must enter border of Europe/Spain with visa.
- #13. EVIDENCE of IMMIGRATION STATUS, FOR NON US CITIZENS (Green card or US Visa copy, with correspondent form Example: form I-20 for F1 visas or others)+copy.
- VISA FEE (Money order only). US CITIZENS \$160 OTHER NATIONALITIES CHECK FEE PAGE.



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**STUDENT VISA FOR NON ACTIVE ADULT COLLEGE STUDENTS WITH  
LENGHT OF CLASSES LASTING FROM 181 DAYS IN FORWARD  
(CODE SLU)  
REQUIREMENTS CHECKLIST**

Before proceeding, it is mandatory to read and understand the 2 previous instructions pages

- You must present this completed checklist the day of your appointment.
- The check mark´s numbers of this checklist are not in order, they just follow the order in which article is posted in the visa instructions.

- #1. TWO Completed and signed APPLICATION (including #21 and #28)
- PAGE 1 AND 2 OF THE STUDENT VISA INSTRUCTION PAGE OF THIS PDF.
- #2. Original PASSPORT and VALID DRIVER LICENSE + 1 copy of both
- #3. Recent PROFESSIONAL PASSPORT PHOTO (white background 2x2")
- #4. Copy of the ACCEPTANCE LETTER (in Spanish or translated into Spanish). (for complete information about the acceptance letter check #4 on the instructions)
- #6. EVIDENCE of FUNDS (in Spanish or translated into Spanish)
- #7. PROVE OF ACCOMODATION.
- #8. Non-deductible HEALTH INSURANCE with repatriation (in Spanish or translated into Spanish) (for complete information about the insurance check #7 on the instructions)
- #9 FBI RECORDS WITH APOSTILLE FROM WASHINGTON DC + translation of records and Apostille and copies of everything (they are usually are 4 pages). You keep the originals.
- #10 MEDICAL CERTIFICATE + copy (use our template with doctors stamp, read instructions)
- #11 EXPRESS MAIL envelope with DISCLAIMER (ONLY if student is in the US, and passport with visa is sent to student). Student must enter border of Europe/Spain with visa.
- #13 EVIDENCE of IMMIGRATION STATUS, FOR NON US CITIZENS (Green card or US Visa copy, with correspondent form Example: form I-20 for F1 visas or others)+copy.
- VISA FEE (Money order only). US CITIZENS \$160. OTHER NATIONALITIES CHECK FEE PAGE.