



AU PAIR VISA - PREVIOUS REQUIREMENTS

If the **stay** in Spain is for **less than 90 days**:

- **US citizens do not need a visa** to be an au pair in Spain for **less than 90 days**. However if a US citizen pretends to stay as an Au Pair in Spain more than 90 days then she/he must apply for the Au Pair Visa.
- **Non EU citizens and nationals from [countries that require visa](#)** to travel to Schengen countries must obtain a **[Schengen Visa](#)** for stays as Au Pair in Spain under 3 months.

The request for a visa must be made at the Consulate of Spain which has jurisdiction over the state where the applicant resides. This Consulate General has jurisdiction over the following states: **New York, New Jersey, Connecticut, Pennsylvania and Delaware.**

The visa will be affixed to your passport, before the departure. It is not possible to request the visa in Spain or do the process through the mail.

To book your **appointment**, please [click here](#). The Visa Department will assist you according to the long stay visa you are going to apply for. If you cannot find availability at your convenience, please revisit the online appointment system frequently since cancellations are usual.

WHAT IS AN AU PAIR VISA?

An applicant will be considered an au pair when there is not a working but a **collaborative relation with the family** characterized by the following:

- The au pair will have the address of the family with whom she/he will live.
- These services or housework will be only complimentary to the main purpose.
- The au pair will not receive a salary for these services.

The applicant must be **between 17 and 30 years** of age.

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

If your documents are accepted to process the visa they will not be returned. The passport must be left in our office so we can process your visa. It takes between 2 and 4 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/Year (DD/MM/YYYY)**.

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 ([Oficina de Extranjería de la Policía Nacional](#)).



SPECIFIC REQUIREMENTS

IMPORTANT: applications must be fully completed, including **all the documents** requested below. If the application is incomplete and/or missing a document, this Consulate will not be responsible for **additional times** on the process. Also, it is **only** possible to start the process **within the three previous months** to the start date of the au pair stay in Spain. Applications received earlier will be returned to the applicant.

Applicants must submit the below mentioned documents. If your documents are accepted to process the visa they will not be returned.

1. One **[national visa application form](#)** duly filled out and signed.
Original 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. Note: if the applicant submits a **photocopy** of the passport – because the original passport is needed during the visa processing– the **original passport** will only be accepted when presented **in person** at this Consulate General.
2. One passport size **photograph** in color, 2 x 2 inches (51 x 51 mm) in size, printed on matte or glossy photo quality paper, taken within the last 6 months to reflect your current appearance and in front of a plain white or off-white background. Staple the photo on the application form.
3. Provide **copy** of **one** of the following: **US drivers license, US State ID card** or **current Student ID**.
4. **Non-US citizens:** Alien Residence Card (Green-Card) or residence visa valid in USA (except B1/B2).
5. **Original official certificate of admission as a student of Spanish from a school in Spain recognized by the Instituto Cervantes**, for a minimum of 20 hours per week, addressed to this Consulate. This letter must mention: name and duration of the program.
6. **Notarized statement from the host family** following the conditions of the **[European Agreement on "au pair" Placement](#)** of the Council of Europe. The statement must be signed by the host family before a notary public in Spain. In Spain the document is called "Acta de manifestaciones". **[Model text of agreement](#)**.
7. **Proof of health insurance:** international insurance coverage for health/accident with a minimum coverage equal to €30,000 (or its equivalency in dollars) and "repatriation coverage" during the planning period of stay in Spain.
8. **Proofs of financial means** during your stay. Please provide **one** of the following:
 - a) **Notarized letter from parents/custodians assuming full financial responsibility** to cover living expenses for at least \$700 per month for room and board. Suggested wording: "I hereby certify that I, the (father/mother/other) of (...), will support him/her with a monthly allowance of at least \$700 while he/she is in Spain and that I'm financially responsible for any emergency that may arise".
 - b) Personal **bank account statements** showing at least \$700 per month of stay.
9. **Money order** from a post office (USPS) to pay the **non-refundable fee**. To obtain more information about the consular fees enter the next **[link](#)**.
10. **Notarized authorization letter** to apply for a visa from the parents or custodians (only if the applicant is under 18 years of age).



For periods of stay longer than 180 days, it is also necessary:

- a. **Copy of the Police Record Certificate** for persons 18 years old and up from the country of origin or place of your residence for the last five years, bearing the "Apostille of the Hague Convention" (see additional information below). If the certificate is issued outside the US it must be duly legalized by the corresponding Consulate of Spain plus one copy. The **original** certificate must be kept and brought to Spain in case of being required by the Spanish Police.
- b. **Medical certificate:** 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 or any other illnesses which could lead to public health repercussions according to the International Sanitary Regulations-2005 of the [World Health Organization](#).

Special notes for police certificates

For the US records issued by the F.B.I. or State Police background checks are valid. **Local Police background checks will not be accepted.**

Also remember that an **apostille certification is required for Spain**. An apostille is the certification that a document has been "legalized" or "authenticated" by the issuing agency through a process in which various seals are placed on the document.

Does the FBI provide apostilles?

Yes. The CJIS Division will authenticate US Department of Justice Order 556-73 fingerprint search results for international requests by placing the FBI seal and the signature of a division official on the results if requested at the time of submission.

Documents prepared in this way may then be sent to the US Department of State by the requester to obtain an apostille if necessary. This procedure became effective on January 25, 2010 and will apply only to documents finalized after that date.

Requests to authenticate previously processed results will not be accepted.

This procedure replaces the letter formerly provided by the CJIS Division that indicated the service was not provided. The apostille service is not provided to individuals requesting search results for Canadian immigration, as it is not required for this purpose.

•ADDITIONAL REQUIREMENTS MAY APPLY•