



## PREVIOUS REQUIREMENTS

To apply for this visa you must appear in person. Applicants must have permanent residency status in the US.

The request 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 your departure. You can not request the visa in Spain or through the mail.

To book your **appointment**, please [click here](#). It is not relevant if you select “business” or “tourism” for the purpose of the appointment. 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 A RESIDENCY VISA EXEMPT FROM REQUESTING A WORK PERMIT?

This visa allows a foreigner to reside in Spain and develop artistic, cultural, teaching, religious or scientific activities which are exempt from requesting a work permit.

The average time to process this kind of visa is between 2 and 4 weeks.

If the visa is approved, the foreigner has one month (from the approval notice day) to appear in person to collect the visa. Failure to collect your visa within one month will be considered as a refusal of the visa and your application will be filed.

Once the visa is collected, you must enter Spain within the period the visa is valid for and your entry date must be stamped on your passport or travel document. After that -and **within one month of your arrival in Spain- you must request in person your residency card** from the Police Department in Spain (*Oficina de Extranjería*).

Once you enter Spain, you can start working and you must register with the Social Security System as established by Law.

## SPECIFIC REQUIREMENTS

Applicants **must submit originals and 1 photocopies** of the below mentioned documents. If your documents are accepted to process the visa they will not be returned.

1. Two [national visa application forms](#) duly filled out and signed.
2. **Passport** valid for a minimum of four months with at least two blank pages to affix the visa.
3. **Two photographs** 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..



4. **Non-US citizens:** Alien Residence Card (Green-Card) or residence visa valid in USA (except B-1 and B-2).
5. **Authorization** from the Spanish Government addressed to the organization, company or employer in Spain (this must be done by the organization, company or employer before your visa's application), or **contract** or **invitation letter** from the organization, company or employer with details about the activity to perform by the applicant in Spain. Also official verification that the organization is recognized by the Spanish Government.
6. **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.
7. **Medical certificate:** doctor's statement on a doctor or medical center letterhead, indicating that the applicant 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](#)
8. If you apply with your **family**: documents that prove family ties, translated into Spanish by an official translator.
  - a. From your spouse: original marriage certificate and background check, with apostille.
  - b. From your children: original birth certificate/s, with apostille.
9. **Money order** from a USPS post office to pay the **non-refundable fee**. Consult our [consular fees](#).
10. Fill out the forms: [Modelo 790 Código 052](#) and [EX09](#).

#### ADDITIONAL INFORMATION

##### Special notes for police certificates

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 a certification that a document that 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.



MINISTERIO  
DE ASUNTOS EXTERIORES  
Y DE COOPERACIÓN

CONSULADO GENERAL DE ESPAÑA  
NUEVA YORK

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•**