



## AU PAIR VISA

- To stay in Spain as an Au Pair for more than 90 days, you must attend an accredited course of studies as a full time student and obtain a Student visa. Au Pairs cannot receive a salary. The host family must provide the Au Pair with accommodation, food, and pocket money. This visa type is only available for applicants aged between 17 and 30 years of age. For more information about the European Agreement on Au Pair Placement please visit: <http://conventions.coe.int/Treaty/en/Treaties/Html/068.htm>
- The visa process takes approximately **4 weeks** from the date of appointment at the Consulate provided that all the required documents are submitted. Due to the high demand for Consular Services, we recommend that all visa applicants schedule an appointment as soon as you have all the required documents. We cannot accept incomplete applications.
- US citizens may enter Spain as an Au Pair for up to 90 days without a visa.

## WHERE AND WHEN TO APPLY

- **The Consulate of Spain in San Francisco will consider applications for Visas by appointment only, and with one appointment per person. To schedule an appointment visit our [website](#).** Please note that you can **only** apply for your visa 90 days before your departure to Spain.
- Apply at this Consulate, if you study or your permanent address is in: **Alaska, California** (excluding the counties of San Luis Obispo, Kern, San Bernardino, Santa Bárbara, Ventura, Los Angeles, Orange, Riverside, San Diego, and Imperial which are under the jurisdiction of the Consulate of Spain in Los Angeles), **Hawaii, Idaho, Guam, Montana, Nevada, Oregon, Washington or Wyoming**. For other States, please check our website for the [corresponding Consulate](#).
- Apply in person or by legal representative (**parents or legal guardians only**) with written, notarized authorization needed. In the latter case, the applicant must come in person to pick up the visa.

## WHAT TO SUBMIT

The Consulate General of Spain in San Francisco has full authority to evaluate and request documents in addition to those initially submitted by the applicant. Submitting these documents does not guarantee automatic issuance of the visa. Under no circumstances will documents submitted during the visa application be returned to the applicant. We kindly advise you to always keep a copy for your own records.

### Please submit the following documents:

1. **National visa application form, one original and one copy:** The application form must be completed either by hand 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. **Passport and ID, originals and one copy of each:** Your passport must be valid for at least the full duration of your stay in Spain and must contain at least two blank pages to affix the visa. Your passport will remain at the Consulate during the process. Please also provide proof of residency with a copy of one of the following: US Driver's license, US State ID, Voter Registration Card, current Student ID. Your ID card will be returned to you.
3. **Two passport sized photos:** Recent photograph, on a white background, 2x2in, one per application form.
4. **Original acceptance letter and copy:** A letter of acceptance from the Spanish University/School you will be attending, confirming your status as a full time student in Spain. This should include: name, address, telephone number, email address and registration number with the Spanish Ministry of Education, full tuition payment, duration of the course (start date and finish date), subject(s) to be studied, and weekly study hours. The dates of your program of studies must coincide with the dates of your Au Pair agreement.
5. **Proof of intended roundtrip flight itinerary:** Please provide an email confirmation or website screen shot print out of your intended flight itinerary either direct from the airline or from a flight comparison website clearly showing you intended date of departure and route. We highly recommend not purchasing your flight tickets until your visa has been approved.
6. **Au Pair Agreement, one original and one copy:** An official agreement signed by the Au Pair and the Host Family. It must detail the rights and duties of the Au Pair and the Host Family according to the "European



Agreement on Au Pair Placement” BOE-A-1988-21042, it must also include the Host Family’s address, duration of the agreement (maximum 1 year), hours per day of services (maximum 5 hours per day) and amount of pocket money to be given to the Au Pair.

7. **Health Insurance:** Proof of full medical coverage for the duration of your stay in Spain from an insurer authorized to operate in Spain which covers medical costs and repatriation resulting from accident or sudden illness. Minimum coverage 30,000 Euros (or its equivalence in US dollars).
8. **Police Criminal Record certificate:** Must contain **fingerprint** search verification. Dated no older than three months before the application date. The certificate must be issued from either:
  - a) **State Department of Justice.** Original signed clearance letter (from the States where you have lived during the past five years). It **must be legalized with the Apostille of The Hague Convention** from the corresponding **Secretary of the State.**
  - b) **FBI Records**, issued by the **US Department of Justice – F.B.I.** It **must be legalized with the Apostille of The Hague Convention** from the **US Department of State in Washington DC.**

You must also present a police record from any countries where you have lived for more than six months during the past five years, with the corresponding Apostille of The Hague and a certified translation into Spanish or English where applicable.

9. **Medical Certificate of Good Health:** A recent doctor’s statement, dated no older than three months before the application date, on the doctor or medical center’s letterhead, duly signed and stamped, indicating that ‘*the student has been examined and found free of any contagious diseases according to the International Health Regulation 2005*’. Must be signed by an M.D. An example of this letter can be found on our [website](#).
10. **Evidence of Immigration Status in the US** **NON-US PASSPORT HOLDERS ONLY**: Provide original and copy of your Permanent Resident Card or a US Visa with I-20. Your document must be valid for the full duration of your stay in Spain and allow you to return to the US after your stay in Spain. The original document will be returned to you.
11. **Minors** (under 18 years of age): Please contact the Consulate at the email address provided at the bottom of this page to request a detailed explanation of additional requirements.

**Please be advised that you might be requested to submit additional documents**

#### VISA FEES

- Au Pair visas are charged at the same rate as student visas.
- Please visit our website to check the most recent [visa fees](#)
- The Consulate can only accept visa payments in cash or money orders made payable to: “Consulate General of Spain in San Francisco”. No personal checks or credit cards will be accepted.
- The visa processing fee will not be returned even if the visa is denied or cancelled

#### IMPORTANT INFORMATION

- To **check the status** of your visa application, please visit: <http://sutramiteconsular.maec.es> and enter the code that will be provided to you on a printed receipt during your interview. No information will be given by telephone or email. When checking this page, “**resuelto**” means that your visa is ready to be picked from the Consulate in person.
- If your studies have a duration exceeding six months you have to request an identity card *Tarjeta de Identidad Extranjero* within a month of entering Spain 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.empleo.gob.es/es/ModelosSolicitudes/index.html>  
Proof of fee payment



A recent photograph in color, white background

- For information about acquiring the Apostille of The Hague Convention in the US, please visit:  
<https://travel.state.gov/content/travel/en/legal/travel-legal-considerations/international-judicial-assistance/authentications-and-apostilles/apostille-requirements.html>

**Information updated February 12 2019**