



AU PAIR VISA

Au Pair is not considered a working job. The Au Pair can not receive a salary. The host family must provide accommodation, food and pocket money to the Au Pair. The Au Pair applicant must be between 17 and 30 years old and **must be registered as a full time student** at a University or school. 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 around **4 weeks** from the day all documents are presented.

Due to the quantity of applications received by this office in June, July and November, we recommend to schedule an appointment as soon as you have all the documents required.

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. One appointment per person. To schedule an appointment visit our website.

1. 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 and Wyoming. For other States, check the [corresponding Consulate](#)
2. Apply in person or by legal representative (only **parents** or **custodians**) written, notarized authorization needed. In the latter case, the applicant must come in person to pick up the visa.

WHAT TO SUBMIT

The consular administration has full authority to evaluate, and request more documents than those submitted by the applicant. The latter is hereby informed that submitting the aforementioned documents does NOT guarantee automatic issuance of visa. The documents accepted in order to process the visa, will not be returned.

ORIGINAL and ONE PHOTOCOPY of each of the following items must be presented

1. **National visa application form:** The application forms must be signed and filled out in print.
2. **Original Passport and ID:** Valid passport for a minimum of 6 months after the indented date of departure to Spain, with at least one blank page to affix the visa. Make a photocopy of the data page. Your passport may remain at the Consulate. Provide proof of residency with a copy of either the following: US Driver's license, US State ID, Voter's Registration Card, current Student ID.
3. **Two passport sized photos:** (White Background, 2x2in) One per application form.
4. **Original hardcopy Acceptance Letter:** As a **full-time student** in Spain from the Spanish University/School or US program indicating: name, address, telephone and fax number, and registration number with the Ministry of Education of Spain; full payment tuition; duration of the program (**date of start & date that finishes**); subjects of study; hours of study per week (**20h at least**). The duration of the studies must be approximately the same duration as the Au Pair Placement.
5. **Planned Round Trip itinerary/printout:** We highly recommend you not to purchase your travel tickets until your visa has been approved.
6. **Au Pair Placement Agreement:** it must detailed the rights and obligations of the Au Pair and the Host Family according to the "European Agreement on Au Pair Placement" [BOE-A-1988-21042](#) which must also include the address, duration (maximum 1 year), hours per day of services (maximum 5h) and amount of pocket money.



7. **Health Insurance:** Provide a **letter** from your health insurance company or **travel insurance** with international coverage for the intended period of stay in Spain at a minimum of 30,000 Euros (or its equivalent in US dollars) with no deductibles or co-pay.
 8. **Police Criminal Record clearance** 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.** Original clearance letter form signed (from the States where you have lived during the past 5 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 get a police record from the countries where you have lived during the past 5 years.
 9. **Medical Certificate.** A doctor's recent statement (not older than 3 months in doctor's or medical center's letterhead) 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 a M.D.
 10. **Self-addressed USPS envelope:** Your passport may be returned by mail. Bring a pre-paid self-addressed express mail envelope of the US Postal Service with **\$22.95** in stamps. Not metered stamps. No other courier service is accepted. If you wish to pick-up your visa in person, you can do so from 1pm to 2pm.
 11. **Minors** (under 18 years of age): Notarized, written authorization of parents/custodians to travel to Spain.
 12. **Evidence of Immigration Status in the US** [Non-US passport holders only]: Provide a Permanent Resident Card or a US Visa with I-20
- Be advised that additional requirements might be requested.

VISA FEES

- Please visit our website to check the most recent [visa fees](#)
- We only accept cash (exact change) or money order. No personal check, no credit cards.
- The processing fee will not be returned even if the visa is not granted or cancelled.

VERY IMPORTANT

- To check the status of your visa, visit: <http://sutramiteconsular.maec.es> with your personal code given at your interview. No information will be given by telephone or email.
- **For placement over 180 days**, you must first obtain a visa to that effect. Within a month upon arrival in Spain, you must also request from the Spanish Police (Policía Nacional) a Student Resident Card ID valid for the completion of studies.
- In order to apply for a Student Residence Card ID, you must provide the original Medical Certificate and the original Police Criminal Record. These documents will be returned to you once they have been checked by the Consulate.
- Authorized stay is printed in the visa ('del... al'). Note order of date in European format: day/month/year.
- Information about acquiring the Apostille of the Hague Convention in the US, please visit: http://travel.state.gov/law/judicial/judicial_2545.html