



Consular Section
Embassy of Spain

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Web Page:
<http://www.exteriores.gob.es/Embajadas/CANBERRA/en/Pages/inicio.aspx>
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STUDENT "AU PAIR" VISA

AUSTRALIAN CITIZENS DO NOT REQUIRE A VISA IF THE STAY DOES NOT EXCEED 90 DAYS

The visa process takes around **4 weeks** from the day all documents are presented. You will need an appointment by email only sent to: alfredo.verdejo@maec.es. Australian citizens may enter Spain as a student for up to 90 days without a visa.

WHERE AND WHEN TO APPLY

The Consular Section of the Embassy of Spain in Canberra will consider applications for Visas. Apply at this Consular Section, **if your permanent address is in the ACT or Queanbeyan**. For other States, check the corresponding Consulates of Sydney or Melbourne. **No visa will be processed by mail**. Apply in person. 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 intended date of departure to Spain, with at least two blank pages to affix the visa. Make a photocopy of the data page. Your passport may remain at the Embassy. Provide proof of residency with a copy of either the following: Australian Driver's license, Home contract, current Student ID.
3. **Two passport sized photos:** (White Background, 2x2in) One per application form glued to them.
4. **Original hardcopy Acceptance Letter** from the Spanish University/School (**officially recognised by the Spanish Government**) 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 (20 at least). This course will have to have the same duration than your stay with the "au pair visa".
5. **Round trip tickets:** Return airline ticket from and to Australia. Open tickets are not acceptable.
6. **Evidence of funds:** Provide one of the following:
 - Evidence of having enough funds (i.e. current **bank statements showing last 3 months of transactions** and showing a minimum of AU\$400 per month).
7. **Travel insurance policy** for the duration of the stay in Spain covering **medical costs and repatriation** associated with an accident or sudden illness. The Applicant must have a private insurance against disease. Half of the Private Insurance premiums will be covered by the host family and the person interested in an au pair placement.
8. **Proof of residence in the ACT** or Queanbeyan (Photographic document evidence preferred).
9. The applicant must be **between 17 and 30 years** of age.
10. **Medical certificate** stating that the applicant "does not have any of the diseases that could harm the public health according to THE INTERNATIONAL HEALTH REGULATIONS (2005), and is fit to travel".

11. The applicant must present, when applying for his/her visa, an “**Au pair placement Agreement**” consisting of a Letter of Agreement entered and signed between the two parties, which must state the rights and obligations of the "au pair" person and the host family respectively. It should contain:
1. Duration of the placement agreement, with a maximum of one year which may be extended by another year.
 2. Participation in services or chores, no more than 5 hours a day.
 3. Provision of one full day off per week. At least one of the days off each month will be a Sunday and the au pair must be given the best facilities to participate in religious activities.
 4. The address which the placed "au pair" will share with the host family, and enjoy a certain degree of independence.
 5. Commitment of the host family to allow the person sufficient time to attend language courses and to improve their cultural and professional with knowledge (facilities schedule).
 6. The pocket money concept “amount that the au pair will receive monthly”.
 7. The agreement must allow both parties to terminate the contract by giving a two weeks notice.
 8. A letter of invitation sent from the host family in Spain to the applicant must accompany the au pair Application Form. This letter of invitation must be obtained from the local emigration Office by the host family in Spain.
- **All documents must be originals, not copies will be accepted. You can't apply for your visa more than 90 days before your entry into the Schengen area).**

FOR STAYS EXCEEDING A180 DAYS (6 MONTHS) THE FOLLOWING MUST ALSO BE INCLUDED.

For applicants over the age of 18, the **National Police** “**Name and Fingerprint Check**” issued by the Australian Police, covering all states of Australia and a police clearance check from all countries where the applicant has lived in the past 5 years. You might be asked to have this document translated into Spanish by an accredited NAATI translator.

For stays exceeding 180 days a visa will be issued for 90 days and you must apply for a **STUDENT CARD** at the Police Department (Oficina de Extranjeros) within the first 30 days of arrival in Spain. The student card will replace your visa for the duration of your stay.

The average processing time is one month and in some instances longer, especially during the Christmas/New Year periods and during the Spanish summer months. **It is the applicant's responsibility to lodge their application on time.**

ALL APPLICATIONS SHOULD BE LODGED **IN PERSON**. IT WILL NO LONGER BE POSSIBLE TO LODGE AN APPLICATION BY POST.

Web page visa information:

<http://www.exteriores.gob.es/Embajadas/CANBERRA/en/Embajada/ServiciosConsulares/Pages/Visas.aspx>