

RESIDENCIA POR TRASLADO INTRAEMPRESARIAL (CÓDIGO: TTI)

Work Permit: Autorización de residencia y trabajo por **traslado intraempresarial** dictada por la Unidad de Grandes Empresas y Colectivos Estratégicos del Ministerio de Empleo y Seguridad Social.

PREVIOUS REQUIREMENTS

- You should read the full guide before you apply.
- To apply for visa does not mean that the visa will be granted.
- **Individual applicants must come to the Embassy of Spain in Seoul to submit all documents.**
- **The procedure of the visa takes minimum at least 15 days. You can apply for a visa from 3 months before the start of your course, therefore we recommend the applicants to apply for their visa as soon as they have all the documents required.**
- Applicants must submit originals and copies of the mentioned documents (including copy of the passport and Korean Alien Registration Card)
- All documents must have a validity of 3 months from the date of issue, except Work and Family Permit (1month validity).
- **Non-Korean Citizens will have to provide Korean Alien Registration Card. This card should not be expired until you get the visa.**
- About Apostille of the Hague Convention and notarization in Korea, you must contact to Korean Ministry of Foreign Affairs and Trade.
- **Be advised that additional requirements might be requested.**

SPECIFIC REQUIREMENTS

1. **Original passport:** valid passport for a minimum of one year after the intended date of departure to Spain, with at least one blank page to affix the visa.
2. **Korean Alien Registration Card.** (This card should not be expired.)
3. **National Visa Application Form:** The application forms must be signed and filled out correctly.
4. One passport sized color **photograph**, taken within the last 6 months.
5. **Work permit** issued by Spain: (Validity 1 month)
-It must be written "RESIDENCIA POR TRASLADO INTRAEMPRESARIAL....."
6. **Police Criminal Record Certificate:** from the country of origin and place of residence for the last five years, bearing the "Apostille of the Hague Convention."
7. **Spanish local insurance certificate.**
8. **Visa fees:** please check visa fees PDF file on our website.

RESIDENCY VISA FOR FAMILY MEMBERS

The New Law establishes that the spouse and children under 18 years of age, or the elderly, unable to provide for their own necessities due to their state of health, that is united with a accompany the applicant may apply for a Residency Visa

SPECIFIC REQUIREMENTS

1. **Original passport:** valid passport for a minimum of one year after the intended date of departure to Spain, with at least one blank page to affix the visa.
2. **Korean Alien Registration Card:** this card should not be expired.
3. **National Visa Application Form:** the application forms must be signed and filled out correctly.
4. One passport sized color **photograph**, taken within the last 6 months.
5. **Family permit:** issued by Spain: (Validity 1 month)
-It must be written "AUTORIZACIÓN RESIDENCIA INICIAL PARA FAMILIARES DE.....".
6. **Medical certificate:** the certificate should be issued by hospitals listed in the Embassy of Spain in Seoul. The validity has only 1 month.
7. **Police Criminal Record Certificate:** from the country of origin and place of residence for the last five years, bearing the "Apostille of the Hague Convention."
8. **Certificate of Family**, bearing the Apostille of the Hague Convention and notarizing the translation to Spanish.
9. **Visa fees:** please check visa fees PDF file on our website.