

LANGUAGE AND CULTURE ASSISTANTS (NALCAP)

The visa process might take up to 8 weeks, after the reception of our visa dossier.

Place of submission: Visa applications must be sent via postal mail: Consulate General of Spain Student Visa (1800 Bering Dr. Suite 750 Houston, Texas, 77057)

DOCUMENTS REQUIRED ONE SET OF ORIGINALS AND ONE SET OF PHOTOCOPIES

1. **National visa application form:** it must be filled out correctly and duly signed. In case of minors must be signed by both parents/guardians.
2. **Passport:** valid passport for the whole duration of the stay, with at least two consecutive blank pages. Your passport will remain at the Consulate during the process.
3. **ID:** proof of residency in one of the States under our jurisdiction (Alabama, Arkansas, Louisiana, Mississippi, New Mexico, Oklahoma, Tennessee or Texas. Send a photocopy of your Driver's license, US State ID or student ID (No need to send the original).
4. **Two recent passport-sized photos:** white background, 2x2in, glued to the applications.
5. **Acceptance letter by the Regional Education Authorities or Spanish Ministry of Education:** this letter must provide information on the school you have been appointed to (address, phone number, contact email), as well as information about your grant, the duration of your program (date of start & date of termination) and the insurance health policy.
6. **Visa Fee:** money Order only. Make your money order out to the Consulate of Spain in Houston. Visa fee \$160 USD per US nationals.
7. Self-addressed, prepaid envelope with a tracking number. Only USPS is accepted (FedEx or UPS won't be admitted).
8. **Postal delivery authorization:** duly filled out and signed.
9. **Background check:** applicants of legal age who apply for a visa must submit the original and a copy of the FBI background check legalized with the Apostille of the Hague from Washington, D.C., U.S. Department of State. In addition, criminal records check certificate(s) issued by the country or countries of residence for the past 5 years. Background checks and Apostilles must be translated into Spanish by a certified translator. The background check must have been issued during the five months prior to the visa application.
10. **Medical Certificate:** a doctor's recent statement (not older than 3 months) with doctor's or medical center's letterhead). It must be signed by an MD or DO, with doctor's ink signature and indicate the following: 'the interested does not suffer from any of the diseases that may have serious public health repercussions in accordance with the provisions of the 2005 International Health Regulations'. The medical certificate must be translated into Spanish.

SPOUSE:

11. **Language and Culture Assistance visa requirements 1, 2, 3, 4, 9, and 10.**
12. **Recent Marriage or Informal Marriage Certificate** (no older than 3 months) legalized with the Apostille of the Hague. Certificate and Apostilles must be translated into Spanish by a certified translator.
13. **Proof of medical insurance (travel insurance will not be accepted):** from an insurance company recognized and authorized to operate in Spain (Verification register of authorized companies in MINECO: <http://rrpp.dgsfp.mineco.es/>). The insurance must include all the risks covered for Spanish nationals by the National Health System regulated in the Law 16/2003, of May 28, and for the whole intended period of stay in Spain. Medical insurance must not have any deferral period, copayment or coverage limit, that is, it must include 100% of medical, hospital and extra-hospital expenses. Spanish Companies such as Sanitas, Adeslas, Axa, etc offer unlimited coverage and 100% of the expenses. Exceptionally foreign companies offering limited coverage could be accepted, as long as they meet the other medical requirements and up to a maximum of 500,000.00 USD.

14. **Evidence of funds:** last three months' bank statements of applicant's personal bank account. It must be a checking or savings account and the name of the applicant must appear on the bank statements. Business accounts are not accepted. With a minimum stable balance of 534,26 € multiplied by the number of months of your stay in Spain.
15. **Visa Fee:** money Order only. Make your money order out to the Consulate of Spain in Houston. Visa fee \$140 USD per US nationals. Other nationalities contact the Consulate.
16. Self-addressed, prepaid envelope with a tracking number. Only USPS is accepted (FedEx or UPS won't be admitted).
17. [Postal delivery authorization](#): duly filled out and signed.

MINORS:

18. **Language and Culture Assistance visa requirements 1, 2, 3, 4, and 10.**
19. **Birth certificate** (not older than 3 months) authenticated with the Apostille of The Hague. Certificate and Apostilles must be translated into Spanish by a certified translator.
20. **Proof of medical insurance (travel insurance will not be accepted):** from an insurance company recognized and authorized to operate in Spain (Verification register of authorized companies in MINECO: <http://rrpp.dgsfp.mineco.es/>). The insurance must include all the risks covered for Spanish nationals by the National Health System regulated in the Law 16/2003, of May 28, and for the whole intended period of stay in Spain. Medical insurance must not have any deferral period, copayment or coverage limit, that is, it must include 100% of medical, hospital and extra-hospital expenses. Spanish Companies such as Sanitas, Adeslas, Axa, etc offer unlimited coverage and 100% of the expenses. Exceptionally foreign companies offering limited coverage could be accepted, as long as they meet the other medical requirements and up to a maximum of 500,000.00 USD.
21. **Evidence of funds:** last three months' bank statements of applicant's /parents personal bank account. It must be a checking or savings account and the name of the applicant must appear on the bank statements. Business accounts are not accepted. With a minimum stable balance of 289, 51 € multiplied by the number of months of your stay in Spain.
22. **Visa Fee:** money Order only. Make your money order out to the Consulate of Spain in Houston. Visa fee \$140 USD per US nationals. Other nationalities contact the Consulate.
23. Self-addressed, prepaid envelope with a tracking number. Only USPS is accepted (FedEx or UPS won't be admitted).
24. [Postal delivery authorization](#): duly filled out and signed by both parents and guardians.

IMPORTANT

- **BE ADVISED THAT ADDITIONAL REQUIREMENTS MIGHT BE REQUESTED.**
- **APPLICANTS SHOULD NOT PURCHASE THEIR PLANE TICKETS UNTIL THEIR VISAS HAVE BEEN GRANTED.**