

DOCUMENTS REQUIRED FOR THE APPLICATION OF AN "AU-PAIR" VISA

AGE REQUIREMENT: the Au-Pair visa applicant must be between 17 and 30 years of age.

1. **Schengen visa application form**, attached with a passport-type photo
2. **Passport** valid for at least 3 months after your departure from the Schengen area or, in case of a multiple entry visa, after the last scheduled departure. It must contain at least 2 blank pages and have not been issued for more than 10 years. An A4 photocopy of all passport pages containing information (visas, stamps, etc.) must be provided.
3. **If the applicant is not a Vietnamese citizen**, he/she must provide documentation proving his/her residence in Vietnam (permanent or temporary residence card, study permit)
4. **Letter of self-introduction about the visa applicant:** a suggested outline for the preparation of such letter of self-introduction can be found by clicking [here](#).

5. Proof of travel history:

- a. Previous passport/s (original + photocopy)
 - b. **In case of having been refused with a visa by any of the member countries of the Schengen area during the last 5 years: resolution (or resolutions) of visa refusal**, accompanied by a brief **explanation** of the reason for the visa application(s) at that time and the **supporting documentation** (if applicable)
6. **Proof of admission for the study: Letter of admission** in an authorized educational center in Spain, for the completion of a full-time program that leads to obtaining a degree or certificate of studies. Such letter must indicate the following points:
- a. that the tuition fees have been paid or that the applicant is exempt from payment, unless the corresponding separate tuition payment receipt is provided;
 - b. type of course, start and end dates and, if applicable, the degree that the student will obtain upon completion, as well as the content of the Study Plan, specifying the subjects to be taken, school and vacation periods, class schedules and number and dates of exams;
 - c. the number of registered credits (it is necessary to register for at least 90% of the total of the credits)
7. **Proof of the status of Au Pair:** The "Au Pairs" must present the ORIGINAL, duly signed by both contracting parties, of the "Au Pair" Placement Agreement in the terms established in articles 6 to 9 and 11 of the Agreement of the Council of Europe of November 24, 1969 on "Au Pair" placement. Specifically, such agreement must indicate:
- a. the duration of the agreement;
 - b. the participation in domestic services or tasks for a period of time not exceeding 5 hours per day;
 - c. the provision of at least one full day off per week, which must be on Sunday at least once a month, and the student must also be given facilities to participate in religious acts;
 - d. specification of the address in which the "Au Pair" will have to share the life of the host family, while enjoying a certain degree of independence;
 - e. monthly pocket money for the Au Pair
 - f. circumstances that allow the placement agreement to be terminated by either party with 2 weeks' notice.

8. **Proof of the identity and capacity of the legal representative. If the applicant is a minor:**

- copy of the identity document or passport of the parent or legal representative.
- document that proves the relationship.
- An authorization from both parents or accredited legal representative. Such authorization must expressly state the study center, the planned period of stay for which the permit extends and the person in charge of the minor during his/her stay in Spain. If this person is not a relative or staff of the educational center in which the minor will study, an express authorization from said person must also be provided to carry out the consultation in the Register of crimes of a sexual nature. It is also mandatory to indicate expressly that such authorization is exclusive of any kind of adoption purposes. Please find at the end of this document a model of authorization granted before a Vietnamese Notary in case of a study visa for minors.

9. **Special section for relatives of students:** certificates proving the relationship with the student must be provided (marriage certificate, *de-facto* partner, or birth certificate, as the case may be).

10. **Proof of availability of sufficient financial means for the entire stay in the Schengen territory:** **10% of SMI (minimum interprofession salary)** multiplied by the number of days that the visa applicant intends to stay and by the number of people traveling at the expense of the visa applicant. In any case, a minimum amount of a **90%** of SMI per person must be accredited, regardless of the planned length of stay. **For exact information on the quantity established for each year's SMI, you are kindly requested to visit the following website:** <https://www.exteriores.gob.es/DocumentosAuxiliaresSC/Vietnam/HANOI%20%28E%29/SMI.pdf>

11. **Documents** enabling the evaluation of the intention to leave the territory of the Member States:

a. **Proof of the condition of being a student:**

- Student Certificate/Card
- Academic transcript

b. **Proof of financial roots:**

- Savings book(s)
- Bank statement of the last 3 months. Bank statements printed online are not accepted.
- proof of ownership of real estate (if applicable)

*** Note: if the student has never worked before, he/she can present the financial proof of his/her parents. In this case, the student's birth certificate, duly legalized and translated, must be provided to prove the parent-child relationship.

c. **Proof of social/family roots:** Marriage and birth certificate of the children (if applicable)

12. **Air-ticket** booking

13. **Travel medical insurance:** The insurance must cover the costs of repatriation for medical reasons or death and emergency medical assistance or emergency hospital care during the entire period of stay and throughout the Schengen area. The minimum coverage will be 30,000 euros or its equivalent in local currency. If a multiple-entry visa is requested, the health insurance will be valid for the first intended trip. The applicant will agree to take out insurance for successive trips.

PLEASE CLICK [THIS LINK](#) FOR DETAILED INFORMATION ON SCHENGEN VISAS (download of visa application form, fees, procedures, etc).

AUTORIZACIÓN PATERNA PARA EL DESPLAZAMIENTO A ESPAÑA DE UN MENOR DE EDAD CON FINES DE ESTUDIOS

CONSENT LETTER FOR MINORS OF AGE TO STUDY IN SPAIN

1.	Nombre y apellidos/ <i>Full name</i>	
	Fecha y lugar de nacimiento / <i>Date and place of birth</i>	
	Nacionalidad / <i>Nationality</i>	
	Número de D.N.I./N.I.E./Pasaporte / <i>ID Card or passport nº</i>	

2.	Nombre y apellidos/ <i>Full name</i>	
	Fecha y lugar de nacimiento / <i>Date and place of birth</i>	
	Nacionalidad / <i>Nationality</i>	
	Número de D.N.I./N.I.E./Pasaporte / <i>ID Card or passport nº</i>	

Y como progenitores/tutores del/de la menor de edad que se menciona a continuación, manifiestan su **consentimiento expreso para que el/la mismo/a pueda desplazarse a España con fines de estudios durante el período señalado más abajo**. Asimismo manifiestan que el ejercicio de la patria potestad o tutela que tienen atribuida no se encuentra limitada para prestar este consentimiento.

And, as parents/tutors of the minor whose personal details are listed below, by means of the present document, give their consent for that minor of age to travel to Spain for study purposes within the period indicated below. They also manifest that their right of custody or guardianship is not limited for the granting of the present document.

DATOS DEL MENOR / PERSONAL DETAILS OF THE UNDERAGED CHILD

Nombre y apellidos/ <i>Full name</i>	
Fecha y lugar de nacimiento / <i>Date and place of birth</i>	
Nacionalidad / <i>Nationality</i>	
Número de D.N.I./N.I.E./Pasaporte / <i>ID Card or passport nº</i>	
Centro de estudios en España / <i>Educational center in Spain</i>	

Los comparecientes manifiestan igualmente que, durante la estancia del/de la menor en España, el/la mismo/a estará a cargo de la persona cuyos datos personales se detallan a continuación y que esta autorización se excluye de todo fin de adopción.

The appears also manifest that, during the stay in Spain for study purposes, the above-mentioned child will be under the care of the person whose personal details are listed below and that this authorization is exclusive of any kind of adoption purposes:

Nombre y apellidos / <i>Full name</i>	
Nacionalidad / <i>Nationality</i>	
Número de D.N.I./N.I.E./Pasaporte / <i>ID Card or passport nº</i>	
Relación, en su caso, con el/la menor (parentesco o personal del centro educativo en el que realizará el/la menor los estudios en España) <i>Relationship with the child, if any (family relationship or staff othe educational center where the child will study in Spain)</i>	
Domicilio en España / <i>Place of residence in Spain</i>	
Periodo de estancia en España autorizado <i>Authorized period of stay for study purposes in Spain</i>	

En -----, a

Done in -----, on

DECLARACIÓN RESPONSABLE
RESPONSIBLE DECLARATION

El/la abajo firmante, / *The undersigned,*

Nombre y apellidos / <i>Full name</i>	
Nacionalidad / <i>Nationality</i>	
Número de D.N.I./N.I.E./Pasaporte / <i>ID Card or passport n°</i>	
Relación, en su caso, con el/la menor (parentesco o personal del centro educativo en el que realizará el/la menor los estudios en España) <i>Relationship with the child, if any (family relationship or staff of the educational center where the child will study in Spain)</i>	
Domicilio en España / <i>Place of residence in Spain</i>	

Mediante el presente escrito, declaro bajo responsabilidad de que me comprometo a hacerme cargo del menor cuyos datos personales se mencionan a continuación durante su estancia en España por motivo de estudios y que este compromiso se excluye de todo fin de adopción con respecto a dicho menor.

By means of this document, I declare under my responsibility that I undertake to take care of the minor, whose personal data are mentioned below, during his stay in Spain for the purpose of studies and that this commitment excludes any purpose of adoption with respect to said minor.

DATOS DEL MENOR / PERSONAL DETAILS OF THE UNDERAGED CHILD

Nombre y apellidos/ <i>Full name</i>	
Fecha y lugar de nacimiento / <i>Date and place of birth</i>	
Nacionalidad / <i>Nationality</i>	
Número de D.N.I./N.I.E./Pasaporte / <i>ID Card or passport n°</i>	
Centro de estudios en España / <i>Educational center in Spain</i>	

En -----, a

Done in -----, on