

## **RESIDENCE VISA FOR INTERNSHIPS (PCP)**

Intended for foreigners who have obtained a degree in high education within two years before the application for the authorization of residence in Spain or who are pursuing such degree in high education **and** wishing to travel to Spain to carry out internships within the framework of a host agreement or an internship work contract - (Additional Provision 18 of the 14/2014 Law).

### **DOCUMENTACIÓN REQUERIDA**

- 1) National visa application form, attached with a passport-type photo
- 2) **Passport** valid for at least 4 months.
- 3) **Power of attorney**, in the event that the request is not submitted by the applicant.
- 4) **If the applicant is not a Vietnamese citizen**, he/she must provide documentation proving his/her residence in Vietnam (temporary or permanent residence card)
- 5) **Criminal record certificate** issued by the authorities of the country in which they have resided during the last 2 years, in which there must be no convictions for crimes provided for in Spanish law. In the case of having resided in several countries, it is necessary to present the corresponding certificates issued by each of them. Besides, it is mandatory to present a **responsible statement** indicating the absence of criminal records of the last 5 years.
- 6) **Proof of having the Foreigner Identity Number (N.I.E.)**
- 7) **Residence permit for internships** granted by the Government Delegation or Subdelegation in the province where the internship program is to be carried out. This permit has two modalities:
  - a. Permit for internships with hosting agreement (maximum validity 180 days)
  - b. Permit for internships with an internship work contract (the validity of the permit will coincide with the duration established in the employment contract and ranges between 6 months and two years)

### **IMPORTANT NOTES**

\* This type of visa will not be applicable to citizens of the European Union and to those foreigners to whom European Union law is applicable because they are beneficiaries of the rights of free movement and residence (community family members).

\* The host entity is responsible for processing this authorization prior to the visa application. **It is important that the resolution includes a NIE number.**

\* The internship visa code is PCP (type D, multiple entries, maximum validity 365 days). The validity period of the residence permit for internships will be 12 months or equal to the duration of the internship agreement, if this is less than one year. This authorization may be renewed, **only once**. In the event of an internship contract, the duration will be as provided for in the contract and governed by the labor legislation applicable at each specific moment.

\* Family reunification is not contemplated for this group of people, so it will not be possible to process residence visas for relatives of holders of a residence permit for internships.

**PHOTOCOPIES.** It is recalled that a photocopy of each original document will be presented. The photocopies will be made after the translations have been certified and/or the documents legalized.

**LEGALIZATION AND TRANSLATION.** Any public document issued by non-Spanish authorities must be previously legalized. Documents written in a language other than Spanish must be accompanied by their translation into this language, carried out by a notary or office whose translations are admitted by official bodies, which must be presented just in front of the copy of the original.

**LEGITIMATE SUBJECT:** The 14/2013 Law does not establish the obligation of personal appearance of the interested party, so that the beneficiaries of the same can request and collect their residence visa through a **duly accredited representative**. Applications for children under 18 shall be lodged by their legal representatives.

**PLACE OF PRESENTATION OF APPLICATION:** **exclusively** at one of BLS's Visa Application Centers:

- BLS Visa Application Center in Hanoi: 13th floor, Hoa Binh Office Towers 106 Hoang Quoc Viet, Cau Giay, Hanoi, Tel: +84 (0) 24 321 917 55, Email: [info.han@blshelpline.com](mailto:info.han@blshelpline.com), website: <https://vietnam.blsspainvisa.com>
- BLS Visa Application Center in Ho Chi Minh City: Room 64 RA7, 1st floor, Viet Phone Building, 64 Vo Thi Sau, Tan Dinh Ward, District 1, Ho Chi Minh City, Tel: +84 (0) 28 353 571 02, Email: [info.hcmc@blshelpline.com](mailto:info.hcmc@blshelpline.com), website: <https://vietnam.blsspainvisa.com>

**APPOINTMENT SYSTEM:** Applicants must **book for an appointment** via the appointment system of BLS International Co. Ltd (<https://vietnam.blsspainvisa.com/vietnamise/index.php>)

**APPLICATION RECEIPT:** The applicant will be given a receipt of the application with a code allowing verification of the processing status of the application through the following link: <https://sutramiteconsular.maec.es/Home.aspx>

**REQUIREMENT OF ADDITIONAL DOCUMENTS AND/OR INTERVIEW.** At any time during the processing of the file, this Embassy may require the presentation of additional documents to those already presented and/or the personal appearance of the applicant for an interview if deemed necessary.

**TIME FOR VISA APPLICATION PROCESSING AND RESOLUTION:** The legal period for

reaching a decision is of 10 days as of the day after the application submission date, but this period may be extended if an interview or additional documents are requested.

**COLLECTION OF PASSPORTS AND DOCUMENTS:** Applicants can directly, or through a duly authorized party, receive visa results, within a maximum of one month from the date of receiving the notification of visa results.

**REFUSAL OF THE RESIDENCE AUTHORIZATION OR VISA:** Where appropriate, the refusal of the residence authorization or visa will always be notified in writing, stating the reasons on which the decision is based.

**APPLICATION FOR RECONSIDERATION / APPEAL:** In the event of a refusal to grant a residence permit for reasons of study in Spain or a refusal to issue a visa, the applicant can file an application for reconsideration before the Spanish Embassy within one month from the date of receipt of the notice from the Spanish Embassy. The applicant may also file an appeal before the High Court of Madrid within two months from the date of receipt of the notice of the refusal of the visa or of the dismissal of the application for reconsideration.

**VALIDITY OF THE VISA:** The visa will be valid for the authorized internship period, with a maximum validity period of 6 months (in the case of an internship hosting agreement) or of 1 year (in the case of a trainee contract). The visa accredits legal residence in Spain. If the authorized internship period is longer than 6 months, it is possible to apply for a Foreigner Identity Card from the Foreign Nationals' Office or the corresponding Police Station.