



## STUDENT VISA

### OVERVIEW

You will need this visa if you are going to stay in Spain for a period exceeding 90 days for either studies, training, or voluntary work. This visa may also be issued for au pairs and for conversation class assistants.

Activities for which a study visa may be obtained:

- Full-time course at an authorised school that will contribute to a degree or other certificate of studies.
- Doctorate studies.
- Student mobility programmes at compulsory and/or non-compulsory secondary education level at an officially recognised teaching or scientific centre.
- Training placements at public or private bodies carried out after the study period and as part of studies at an authorised school or University in Spain.
- Volunteer services as part of a programme pursuing public interest goals.
- Au pair programmes.
- Conversation class assistants.

\* Study periods of less than 90 days do not require a Student Visa. In this case, depending on your nationality, a short-stay visa may be required (please refer to the Schengen Visa checklist on the website).

\* if you are undertaking an internship, you may require an internship visa, rather than a student visa. (please refer to the *Internships* section below)

### HOW TO APPLY

All visa appointments of the Consulate General of Spain in Edinburgh will be booked only via BLS International Edinburgh web: <https://uk.blsspainvisa.com/edinburgh/>

Your student visa application must be submitted in person at BLS centre in Edinburgh on the day of the appointment, along with the rest of the required documents detailed in this checklist.

BLS centre address: **6 Dock Place, Suite 1A, Edinburgh, EH6 6LU.**

### FEES

The fee for the visa application process comprises of the following charges:

- **BLS fee:** £ 14.50
- **Visa administration fee**, which will be applied with the Principle of Reciprocity:

<i>Visa administration fee</i>	UK cn.	USA cn.	AUSTRALIA cn.	CANADA cn.	BANGLAD. cn.	MAURIT. cn.	OTHER
More than 180 days	£345	£125,45	£373,30	£68,65	£77,25	£206	£68,65
More than 90 days and less than 180 days	£68,65	£125,45	£340,50	£89,50	£77,25	£206	£68,65



Fees must be paid at the moment of submission, in cash or by card.

**\*If you decide to cancel your application, or your application is refused, you will not be refunded the price of the visa application process.\***

#### TERRITORIAL JURISDICTION OF THE CONSULATE GENERAL OF SPAIN IN EDINBURGH

Your application will only be accepted if you are a legal resident in our jurisdiction OR carry out studies in a local educational institution within our jurisdiction.

Our jurisdiction comprises of:

Scotland and Scottish Isles  
Northern Ireland

And the following English counties:

Cleveland, Cumbria, Durham, Northumberland, Tyne & Wear and Tees Valley (Redcar and Cleveland, Stockton on Tees, Hartlepool, Darlington and Middlesbrough).

#### CONDITIONS OF APPLICATION

An appointment does not guarantee a visa. This Consulate General of Spain is not responsible for the expenses of the intended travel and will not accept any expenses claim in the event of a visa refusal.

Photocopies of all original documents must be provided at the time of application. Screenshots will not be considered.

Your application, passport and visa fees will be forwarded to the Consulate General of Spain in Edinburgh.

When necessary to assess the application, the Consulate General may request additional documents or information, and may also ask you to come in for a personal interview.

Due to data protection regulations, we will not provide information on the status of a visa over the phone or by email. You will need to wait to be notified within the established timeframes (see section “**DURATION OF APPLICATION**”).

#### MULTILATERAL MOBILITY PROGRAMMES FOR HIGHER EDUCATION

If you are participating in multilateral mobility programmes for higher education (i.e. the Erasmus programme), you can apply for a visa for all destinations and courses covered by this programme; however, you must apply for this visa in the Consulate of whichever is the first country of studies.

In this case, if Spain is the first country of your study programme, you must **additionally** provide the following documents:

- Acceptance letters for the semesters at the Universities of the other destinations covering the full study period.
- Criminal record police certificate (see point 9 on checklist).
- Medical insurance covering the full period and all destinations of the study programme.



### AU-PAIR PROGRAMMES

If you are participating in an au-pair programmes, in addition to the documents required for a study visa, you must provide the Au-Pair agreement duly signed by both parties (host family and yourself), stating:

- Length of stay (maximum 1 year).
- Participation in household chores for no longer than 5 hours per day.
- At least one full day a week off and at least one Sunday off per month.
- You will live at the family address and participate in family life at the same time as having a certain degree of independence.
- Quantity to be received (if any) of pocket money per month.
- The circumstances under which either party are allowed to end the agreement with 2 weeks' notice.

### LANGUAGE ASSISTANTS

If you are undertaking a language assistant activity, in addition to the documents required for a study visa, you must provide the appointment letter issued by the relevant department of the Ministry of Education of Spain with information regarding the assigned educational centre's address, phone number, contact person, email, duration of the program, as well as the insurance.

Language assistants are exempt from submitting financial means and medical insurance if the official appointment specifies the amount of the salary and the availability of a health insurance taken out by the employer.

### VOLUNTEER SERVICES

If you are undertaking volunteer services as part of a programme pursuing public interest goals, in addition to the medical insurance, you must provide the civil liability insurance policy taken by the organization.

### INTERNSHIPS

If you are undertaking an internship, you may require an internship visa, rather than a student visa.

Here are the situations for which you require an Internship Visa:

- you have obtained a higher education degree in the two years preceding the date of application for the visa or
- you are currently pursuing studies as part of a higher education degree.

If this is **not** the case, a Student Visa would apply to you.

Moreover, a Student Visa is also applicable in the following exceptional situation for internships:

- You will receive a full-time and in-person education at an authorised educational institution in Spain, and the internship takes place in Spain **directly following and as part of the study programme**, is unpaid, and is in your field of study (prácticas no-laborales).



### MINORS AS MAIN APPLICANTS

Minors must provide additionally the following documents:

- Parents' or guardians' passports and minor's birth certificate.
- Authorisation, issued by a Public Notary, of the parents or guardians, for the minor to travel to Spain to study. This must indicate the educational institution where the minor will study, the period that is authorised, and the names, DNI (or NIE) and address of the person who will take care of the minor in Spain. This document must be apostilled and officially translated into Spanish.
- Copy of the DNI (or NIE) of those who will take care of the minor in Spain.
- Authorisation, issued by a Public Notary, of the person who will take care of the minor in Spain. This must expressly authorise the consultation in the Register of Crimes of a Sexual Nature (*Registro de Delitos de Naturaleza Sexual*), except if this individual is a family member or a member of staff at an educational institution.

### VISA FOR FAMILY MEMBERS

If your partner or children will be accompanying you during your stay in Spain, please be advised that they must submit a separate application. The following documents are to be presented in support of this application:

- **Documents from checklist numbers 1, 2, 3, 4, 6, 8, 9, 11**
- **Certificate of Kinship** (i.e. marriage certificate, civil partnership certificate, or birth certificate). The original certificate must be provided, and it must be legalised and translated by a sworn translator into Spanish.

### SWORN TRANSLATIONS AND LEGALISATIONS

All foreign public documents must be legalized or apostilled to be valid in Spain and, where applicable, must be submitted together with an official translation into Spanish.

- For further information on the Hague Apostille legalisation process, please refer to the British government website.
- Translations can be done by a sworn translator registered in Spain. You can find a registered sworn translator at our website:  
<https://www.exteriores.gob.es/es/ServiciosAlCiudadano/Paginas/Traductores-Interpretes-Jurados.aspx>

The documents should be legalised first and then translated afterwards, when applicable.

The Hague Apostille stamp does not need to be translated, nor does the translation need to be legalised. It is only the original documents that need legalising and translating.



## OUTSTANDING DOCUMENTS

Make sure you have all the documents detailed in this checklist ready the day of your visa appointment.

Your visa application may be refused if any documents (except the ACRO police certificate and the medical certificate) are missing the day of your appointment.

In the event that the ACRO certificate and/or the medical certificate are missing the day of your appointment, **you must post them to BLS** as soon as you obtain them legalised and translated, along with its photocopies and a copy of your passport as a reference.

## DURATION OF APPLICATION

The legal period for reaching a decision is of 1 month from the day after the application submission date, but this period may be extended if an interview or additional documents are requested.

## PASSPORT WITHDRAWAL WHILE THE VISA IS IN PROCESS

During the visa processing time the passport is secured in the Consulate General.

Passports may be withdrawn during this period in the event of an emergency by sending a signed written request **to BLS**. The passport will then be returned via BLS, within 1 working day. No passports can be withdrawn directly from the Consulate.

Once you no longer require your passport, it should be sent back to BLS as soon as possible in order to finish the visa process.

Alternatively, on the day of your appointment, if you need your passport in the event of an emergency, you will be allowed to take your passport with you, provided that the physical passport has been presented at the appointment. When you no longer require the passport, you must send it back as soon as possible to BLS in order to continue the application process. Retaining your passport can cause short delays to obtaining your visa. If you would like to select this option please let the staff member know during the appointment.

You must be in United Kingdom when receiving your visa.

## AFTER OBTAINING THE VISA

If your stay does not exceed 6 months, the visa will be valid for the entire stay and it will not be necessary to obtain a Foreign Identity card (TIE - Tarjeta de Identidad de Extranjero). This visa will appear as a sticker inside your passport.

If the study duration is for longer than 6 months, the visa will be valid for 90 days. This period indicated on your Visa sticker is the time you have to enter Spain and once there you must apply for a Foreigner Identity Card (TIE), at the Foreign Nationals' Office or the Police Station of the province in which the permit was processed. You can find more info on the following website:

<https://www.interior.gob.es/opencms/es/servicios-al-ciudadano/tramites-y-gestiones/extranjeria/regimen-general/tarjeta-de-identidad-de-extranjero/>

Your passport needs to be stamped when you get to the border. Otherwise, the TIE could be refused and so could your legal right to stay in Spain.



## CHECKLIST OF REQUIRED DOCUMENTS FOR A STUDENT VISA

**1. Valid, unexpired passport.** The original and a photocopy of the page/s of the passport that contain biometric data must be submitted. The passport must be valid at least for the duration of the planned stay and contain two blank pages. Passports issued more than 10 years ago will not be accepted.

**2. One completely filled and signed National Visa Application Form.**

**3. A recent passport size colour photograph** taken in the last 6 months, which meets the ICAO specifications; [https://www.icao.int/Security/mrtd/Downloads/technical%20reports/annex\\_A-photograph\\_guidelines.pdf](https://www.icao.int/Security/mrtd/Downloads/technical%20reports/annex_A-photograph_guidelines.pdf)

**4. Proof of residence** in the consular district OR **proof of enrolment in a local educational centre** located within our jurisdiction (i.e. bills, bank statements, university correspondence etc..).

**5. Public or private medical insurance** arranged with an insurance company authorised to operate in Spain, which covers the entire period of stay and all types of healthcare without limitations, co-payments or deductibles.

Neither a Travel Insurance **Card** nor a European Health Card are valid for visa purposes. **Conversely, GHIC is accepted as a medical insurance.** Also, most Scottish University Health Insurances are valid.

**6. Documentation confirming the purpose of your student visa:**

- Initiating or extension of studies: Letter of acceptance issued by an authorised teaching centre in Spain, for the attendance of a complete course, which contributes to a degree or certificate of studies. It must include the Study Plan, the start and end dates, and it must be stamped and signed. Proof of tuition payment must also be provided.

- Carrying out research or training activities: Proof of having been admitted to an officially recognised centre in Spain to carry out research or training activities.

- Enrolment on a voluntary service: Copy of the Agreement signed by the organisation in charge of your programme, including a description of the activities and conditions to carry them out, the schedule to be met and the resources available to cover the trip, food and accommodation. The organisation's liability insurance must also be provided.

- Language teaching assistant: Programme's admission letter issued by the corresponding Ministry of Education or Education Council, including start and end dates.

- Participation in a student mobility programme: Documentation (i.e. a letter) that declares:

- i) You have been admitted to an officially recognised secondary school, high school or scientific centre.
- ii) You have been admitted to a student mobility programme through an officially recognised organisation.
- iii) The mobility organisation is responsible for you during your stay, in particular that they are responsible for the cost of studies, expenses of stay and your return to your country at the end of the programme.
- iv) You will be accommodated by a family or institution, under the conditions established by law, selected by the organisation responsible for the mobility programme.

**7. Only for stays over 6 months: Medical (Health) Certificate** signed and stamped by a registered GP.

This Certificate must literally state that you, the Applicant, "does not suffer from any illness which represents a risk or a danger to the public according to the International Health Regulations of 2005".

The document must be legalised by the Hague apostille and officially translated into Spanish.

This certificate should be issued within three months prior to submitting the application.

If this certificate is issued in Spain, the legalisation and translation are not required.

The Consulate does not provide or require a specific template for the medical certificate.



**8. Only for stays over 6 months: Certificate of Good Conduct** (in case of persons over 18 years of age), issued by the country or countries where the applicant has resided for the past five years.

Only the ACRO police certificate is valid for the UK. The disclosure Scotland certificate is not accepted. The document must be legalised by the Hague apostille and officially translated into Spanish. If the country of issuance is not a signing member of the Hague Convention, the document must be verified by the Spanish Consulate in that country.

This certificate should be issued within six months prior to submitting the application, unless the certificate itself specifies a different expiration date.

In the case of language assistance, the ACRO International Child Protection certificate is also accepted.

**9. Means of maintenance** proving that the applicant has sufficient financial means to cover their expenses in Spain. The minim required amount is 600€ per month of stay for the main applicant (approx. £510)

Family members in charge: for the first relative 450€/month (approx. £400/month), and for each of the additional family members 300€/month (approx. £266/month).

Means of maintenance can be proven by one of the following documents:

- A detailed personal bank statement for the last 6 months in € or £.
- Evidence of receipt of a scholarship or UK student loan certificate.
- Letter from the university covering all the costs related to accommodation and meals.

If your parents or guardians will be responsible for your financial support whilst studying, the following documents are required:

- A written and signed letter of commitment is required. This should be presented, in person, by the supporting parent/s at BLS, on the day of the appointment..
- Proof of their financial means (bank statements for the last 6 months in € or £)
- Parents'/Guardians' passports and photocopies.
- Your original birth certificate and a photocopy.

**10. In order to have your passport delivered, the following options are available:**

A pre-paid Special Delivery envelope for up to 500 g. provided by the applicant from the Post Office; or a BLS Guaranteed courier service, provided by BLS the day of your appointment.

#### SIGNATURES and AGREEMENT

Applicant's name:

Signature:

Date:

Checked by (BLS staff):

Signature:

Date: