



09-05-2023

## BLS INTERNATIONAL - LONDON - CHECKLIST FOR STUDY VISA

This information leaflet has been generated by the Consulate General of Spain in London and is valid for the visa application in the United Kingdom.

READ IT CAREFULLY AND OBSERVE THE REGULATIONS AS STATED BELOW. FAILURE TO COMPLETE ALL SECTIONS OF THE APPLICATION FORM OR TO SUBMIT ALL REQUIRED DOCUMENTS CAN RESULT IN THE REJECTION OF THE VISA.

		YES	NO
1.	<a href="#">National visa application form</a> , duly completed, dated and signed.	<input type="checkbox"/>	<input type="checkbox"/>
2.	<p><b>One recent passport size colour photograph</b>, printed in photo paper with white background, full front, on which the applicant must be bareheaded, without dark glasses or any other item which may prevent or hinder identification. Veils or head coverings are only permitted for religious reasons; in this case, all facial features from bottom of chin to top of forehead and both edges of the face must be clearly shown.</p> <p>Information on the photographic specifications can be found under this <a href="#">link to the relevant ICAO document</a>.</p> <p>This Consular Section does not accept digital retouching in identity photographs.</p>	<input type="checkbox"/>	<input type="checkbox"/>
3.	<p><b>Valid passport.</b> The original and a photocopy of the page (or pages) of the passport containing biometric data must be submitted. Passports must have a minimum validity of 1 year and contain two blank pages. Passports issued more than 10 years ago will not be accepted.</p> <p>APPLICANTS MUST LEAVE THEIR PASSPORTS IN THE CONSULATE DURING VISA PROCESSING TIME.</p> <p><b>UK residence permit.</b> For non-British nationals. Photocopy of both sides of the residence card. Holders of a UK C-visit Visa are not eligible for a national visa.</p>	<input type="checkbox"/>	<input type="checkbox"/>
4.	<p><b>Proof of acceptance for the study, training or volunteer activity or internship.</b> Original and a copy of the document proving:</p> <ul style="list-style-type: none"> <li>• Acceptance at an authorized teaching centre to carry out a full-time study programme.</li> <li>• Acceptance at a research or training centre.</li> <li>• Acceptance into a student mobility programme (in this case, the applicant must also provide proof of acceptance at a study centre, of accommodation with a family or at an institution, and the commitment of the organizer of the programme to pay the cost).</li> <li>• Acceptance for a non-remunerated internship on the basis of a signed agreement.</li> <li>• An agreement with the organization responsible for the volunteer programme.</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>
5.	<p><b>Financial means</b> Original and a copy of the documents proving that the applicant (or their legal representative or the family member supporting them) has sufficient financial means to cover the expenses of the student's stay and return, as well as the stay and return of the family members accompanying them. The minimum required amount is equivalent to 100% of Spain's Public Multiple Effects Income Indicator (IPREM). To this amount must be added 75% of the</p>		



09-05-2023

	<p>IPREM for the first family member and 50% of the IPREM for each additional family member. If the stay has been paid for in advance, this amount will be deducted.</p> <p>Financial means can be proved by <b>one or more</b> of the following documents:</p> <ul style="list-style-type: none"> <li>- <b>Letter from the university covering all the costs of accommodation and meals</b> (often included in the letter of acceptance).</li> <li>- <b>6 months of bank statements</b> (originals and stamped by bank).</li> <li>- Proof of having obtained a <b>scholarship</b> for the specified time.</li> <li>- <b>UK student loan</b> certificate.</li> <li>- <b>Notarised document of the applicant's parents or legal guardians</b>, assuming all the costs associated with their studies in Spain. In this case it is necessary to submit the birth certificate or legal custody (duly legalized through the consular representations of the issuing country or, in the case of signatory countries to the Hague Convention of October 5, 1961, hold the Hague Apostille (except official documents issued by a Member State of the European Union, which will not require to be legalized), passport of the parent or legal guardian, letter from their employer specifying qualification, starting date and remuneration, and <b>6 months of bank statements</b> (original and stamped by bank).</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>
6.	<p><b>Public or private health insurance.</b> Original and a copy of the health insurance policy, signed with an insurance company authorized to operate in Spain. The insurance policy must cover all the risks insured by Spain's public health system. The UK Global Health Insurance Card (GHIC) is accepted as a medical insurance for all the student visas.</p> <p>If the applicant is participating in a volunteer programme, in addition to the medical insurance, they must provide a copy of the civil liability insurance policy taken by the organization.</p>	<input type="checkbox"/>	<input type="checkbox"/>
7.	<p><b>Certificate of criminal record:</b> applicants of legal age who apply for a visa for a stay of more than 180 days must submit the original and a copy of the criminal record check certificate(s) issued by their country or countries of residence for the past 5 years. Foreign documents must be legalized or apostilled and, when necessary, must be submitted together with an official translation into Spanish. This certificate cannot be older than 6 months, unless the certificate itself specifies a longer validity. For UK Criminal Records, please submit ACRO Certificate.</p> <p>For language assistance ACRO International Child Protection Certificate is also accepted.</p> <p>These certificates must be:</p> <p>*Translated into Spanish by a Translator-Interpreter. It is possible to find a translator in the <a href="#">List of Translators-Interpreters registered in Spain</a>.</p> <p>*Legalized by the consulate of the issuing country or, in the case of signatory countries to the Hague Convention of October 5, 1961, hold the Hague Apostille.</p> <p>Official documents issued by a Member State of the European Union, do not require legalization.</p>	<input type="checkbox"/>	<input type="checkbox"/>
8.	<p><b>Medical certificate,</b> Applicants requiring a visa for a stay of more than 180 days must submit the original and a copy of a medical certificate, issued by a <u>registered medical practitioner</u>, up</p>	<input type="checkbox"/>	<input type="checkbox"/>



09-05-2023

	<p>to 3 months prior to the date of application. It must be formulated in the following terms or similarly:</p> <ul style="list-style-type: none"><li>• If the medical certificate is issued in the United Kingdom: “This health certificate states that Mr./Mrs. (...) does not suffer from any of the diseases that may have serious public health repercussions in accordance with what is stipulated by the International Health Regulations of 2005”</li></ul> <p>Certificates issued in a language different from Spanish must be accompanied by a translation into Spanish.</p> <ul style="list-style-type: none"><li>• If the medical certificate is issued in Spain: “Este certificado médico acredita que el Sr./Sra. (...) no padece ninguna de las enfermedades que pueden tener repercusiones para la salud pública graves, de conformidad con lo dispuesto en el reglamento sanitario internacional de 2005”</li></ul> <p>This Consulate does not provide information about medical centres that issue this certificate. The applicant may contact any public or private medical centre duly accredited in the territory of the United Kingdom or Spain. Medical certificates issued in countries other than the United Kingdom or Spain will not be accepted.</p> <p>These certificates must be:</p> <p>*Translated into Spanish by a Translator-Interpreter. It is possible to find a translator in the <a href="#">List of Translators-Interpreters registered in Spain</a>.</p> <p>*Legalized through the consular representations of the issuing country or, in the case of signatory countries to the Hague Convention of October 5, 1961, hold the Hague Apostille. Official documents issued by a Member State of the European Union, do not require legalization.</p>		
9.	<p><b>Proof of residence in the consular district.</b> Applicants must provide proof of their legal residence in the consular district or that they are attending classes in the consular district. To verify your consular district, please visit the relevant web section of this Consulate.</p>	<input type="checkbox"/>	<input type="checkbox"/>
10.	<p><b>10. Proof of the representative's identity and capacity.</b></p> <p>If the applicant is a minor, it will be necessary to submit copies of the identity document or passport of one of their parents and the document constituting proof of kinship (birth certificate). The original documents must be shown when submitting the application.</p> <p>If the visa application is submitted through a representative, a copy of the identity document or passport of the representative, and copy of the power of attorney or document accrediting representation must be submitted. The original documents must be shown when submitting the application. Foreign documents must be legalized or apostilled and, when necessary, must be submitted together with an official translation into Spanish.</p>	<input type="checkbox"/>	<input type="checkbox"/>
11.	<p><b>Authorization of legal guardian.</b></p> <p>If the applicant is a minor, it will be necessary to provide with the original and a copy of the parents' or guardians' authorization of the minor's relocation to Spain, certified by a notary, which must also state the guardian assigned by them to take responsibility for the minor in Spain. Foreign documents must be legalized or apostilled and, when necessary, must be submitted together with an official translation into Spanish.</p>	<input type="checkbox"/>	<input type="checkbox"/>



09-05-2023

12.	<b>Payment of the visa fee.</b> Visa fee payment is compulsory. The fee has to be paid in local currency when submitting a visa application, and may be subject to changes due to the currency fluctuations. Please check the list of <a href="#">Consular fees</a> .	<input type="checkbox"/>	<input type="checkbox"/>

### REQUIRED DOCUMENTS FOR FAMILY MEMBERS

For each family member accompanying the student, the following documents must be submitted:

- The documents listed above as 1, 2, 3, 6, 7, 8, 9 and 12. When necessary, 10 must also be provided.
- Certificates proving kinship with the student (marriage certificate, unmarried couple certificate, or birth certificate, as applicable) This certificate must be:
  - \*Translated into Spanish by a Translator-Interpreter. It is possible to find a translator in the [List of Translators-Interpreters registered in Spain](#).
  - \*Legalized by the consulates of the issuing country or, in the case of signatory countries to the Hague Convention of October 5, 1961, hold the Hague Apostille. Official documents issued by a Member State of the European Union, do not require legalization.

When necessary to assess the application, the Consular Office may request additional documents or data, or a personal interview.

### LANGUAGE ASSISTANTS

In addition to the documents required for a study visa the applicant must provide the appointment letter issued by the competent department of the Ministry of Education of Spain with information regarding the assigned educational center's address, phone number, contact person, email, duration of the program, as well as insurance coverage. Language assistants are exempt from submitting financial means and medical insurance if the official appointment declares the salary and the availability of a health insurance taken by the employer.

### AU-PAIR VISAS (FOR STUDENTS)

In addition to the documents required for a study visa, the applicant must provide original and photocopy of au-pair agreement duly signed by both parties (host family and student).

### **LONG STAY STUDY VISA (more than 180 days)**

**After obtaining the visa, the applicant has one month from the date of entry into Spain, to process the TIE - Tarjeta de Identidad de Extranjero at the [Immigration Office](#) or [Police Station](#).**



09-05-2023

**INFORMATION FOR THE APPLICANT ON TERMS AND CONDITIONS OF THE VISA PROCESS**

**INFORMATION FOR THE APPLICANT ON TERMS AND CONDITIONS OF THE VISA PROCESS**

- **This Consulate General DOES NOT PROVIDE ANY INFORMATION ON THE STATUS OF A VISA PROCESSING**, so no request of information regarding this issue will be answered (neither by phone nor by email).
- Only complete applications are accepted. Non-submission of required documents may lead to refusal of visa application. **Once the application is submitted, no changes in dates or conditions of travel will be admitted unless duly justified.**
- The visa fee must be paid upon submission and are NON-REFUNDABLE.
- **Rectifying the application:** The Consular Office may ask the applicant to submit any missing documents, or to provide additional documents or data that are necessary for a decision regarding the application. The applicant may also be called in for a personal interview.
- **Decision deadline:** 1 month after the submission date of the application, but this deadline may be extended when additional documents or an interview are requested
- **Collecting the visa:** The visa must be collected in person by the applicant or by their representative within a 2 month, from the date of notification. The Consular Office will inform the applicant about the procedure for the return of the passport and any other original documentation.
- Please kindly note that in order to have your passport back you can choose between the following procedures::
  - A pre-paid Special Delivery envelope provided by applicant stating applicant's full name and address
  - Personal collection at the Consulate

**NOTICE:** This information is intended to serve as a guide for visa applicants. While we try to make it as accurate and up-to-date as possible, this Consulate General does not assume any legal or other liability for its accuracy and refers to existing Schengen and national regulations.

**SIGNATURES and AGREEMENT**

1. For Visa Applicant:

I HAVE READ AND AGREED TO THE TERMS AND CONDITIONS VALID FOR THE VISA APPLICATION AS PER ABOVE. I HAVE COMPLETED THIS APPLICATION TOGETHER WITH BLS STAFF.

2. For Consulate staff:

APPLICANT HAS BEEN INFORMED OF THE ABOVE. THE REMARKS HAVE BEEN COMPLETED TOGETHER WITH APPLICANT.

Name:	
	Applicant
Signature:	
Date:	

Checked by:	
	Consulate staff full name
Signature:	
Date:	

**PRIVACY POLICY**

Please find privacy policy of this Consulate on the website <http://www.exteriores.gob.es/Portal/es/Paginas/proteccion.aspx>. In compliance with the regulations of Data Protection, the Consulate performs the processing of your data in order to maintain the relationship acquired with you. The legitimating basis of the treatment is the maintenance of the relationship and the exercise of public powers. You can exercise your rights of access, rectification, deletion and portability of your data, limitation and opposition to



MINISTERIO  
DE ASUNTOS EXTERIORES, UNIÓN EUROPEA  
Y COOPERACIÓN

CONSULADO GENERAL DE ESPAÑA  
EN LONDRES

09-05-2023

its treatment, as well as not being subject to decisions based on automated processing of your data with respect to the data contained in said database, sending an email to the following address: [cog.londres@maec.es](mailto:cog.londres@maec.es).