



SPAIN - STUDENT VISA APPLICATION CHECKLIST-NEW YORK CONSULATE

SAI Student Visa Process

NOTE: The New York Consulate will accept visa applications **ONLY** from students who attend school in their jurisdiction: Connecticut, Delaware, New Jersey, New York, Pennsylvania

If your permanent address is in the New York jurisdiction but attend school in another jurisdiction you must use the Consulate closes to your school.

You must submit all documentation in ORIGINAL (except where it states photocopy)

- **1 National Visa Application-Print do not use Cursive.** The Consulate will render applications with whiteout, crossed out or written over answers invalid. If you make a mistake while filling it out, you must print out a new application.
Signed and Notarized
- **Original Passport** valid for a minimum of 3 months after the intended date of departure to Spain. The passport must have a full blank page on which the visa can be affixed.
- **Photocopy of Passport** (photo & signature page only). Please ensure that you have signed your passport. Please ensure that it is a clear copy.
- **Photocopy of University ID** Please ensure that it is a clear copy.
- **1 official passport photo with a white background. Glue photo to the application form.**
- Non-US citizens: only copies of Alien Residence Card (Green-Card) or residence visa valid in USA (except B1/B2).
- **Proof of Economic Means:** The Consulate is looking for a bank statement showing a minimum bank balance of approximately \$2800 (calculated at \$700 per month while in Spain). Online printouts are not acceptable but Consulate will accept bank printout if it is stamped and signed with banker's business card attached.
If a parent is submitting this financial information, they must ALSO submit the Proof of Financial Means Form (located on our website). Their signature on this form must be notarized.
Financial Aid students may instead attach an original official letter from the institution that has granted the aid, indicating the amount allocated in their name.
Originals and copies
- **A Pre-paid, self-addressed USPS Express Mail Envelope (Remember to retain your tracking number).** Your passport and visa will be returned to you in this envelope. The cost of this mailing is approximately \$25. Be sure you will be living at this address.
- Visa Application Authorization Form **Signed and Notarized**
- **Please include a check** with your application for \$410.00, made payable to SAI Programs. This amount includes the visa cost of \$160 and the SAI Processing Fee of \$250. (Include the applicant's name on the check) This may also be paid on our website <https://www.saiprograms.com/make-a-payment> under Visa Processing Fee.

Send all the above items USPS Express Mail to:
7160 Keating Avenue, Sebastopol, CA 95472, Attn: Visa Department

Make a copy of your visa application materials for your personal files