



## SPAIN - STUDENT VISA APPLICATION CHECKLIST-CHICAGO CONSULATE

180 North Michigan Ave., Suite 1500.- Chicago. Illinois 60601

IL, IA, IN, KS, KY, MI, MN, MO, NE, OH, ND, SD, WI

To apply for a visa, you must appear in person **within** 90 days of your departure date and be enrolled in school in their jurisdiction.

To make your appointment: <https://app.timetrade.com/tc/login.do?url=spainconsulchicago>

### **Submit all documents in original and photocopy**

**NOTE:** Documents 4, 6, and 7 **must** be translated into Spanish by a certified translator. The following link is a file of all authorized translators in the United States: [https://drive.google.com/drive/folders/1Y4ffQmRbCCmGPc\\_EEL7qNdvU-bZC9U7o](https://drive.google.com/drive/folders/1Y4ffQmRbCCmGPc_EEL7qNdvU-bZC9U7o)

1. National visa application form: The application form must be completed either by hand (in capital letters) or word processed, and duly signed. Make your copy once you have filled out the application form. Use the international date format DD/MM/YYYY.
2. Original Passport (plus photocopy) with a validity that exceeds intended stay by at least 3 months, with at least two continuous blank pages to affix the visa. Your passport will remain at the Consulate during the process.

Valid student ID to prove your residence in their jurisdiction.

3. 1 recent professional passport size photo with a white background glued to the National Visa application.
4. Original or electronic copy of the Acceptance Letter from your school in Barcelona (in Spanish) and SAI Enrollment Letter (in Spanish) SAI will provide these
5. For the visa validity, you must fill out number 21 (date of intended entry into Spain) and fill out all school data for 28 on the application form. Use our SAI Visa Application Instructions (located on our website) to assist with this.
6. Evidence of Funds: provide either of the following documents in Spanish
  1. Notarized letter from parents/custodians, assuming full financial responsibility for a balance of approximately \$2800 (calculated at \$700 per month while in Spain). They may submit the Proof of Financial Means Form (located on our website). Their signature on this form must be notarized.
  2. Financial Aid students may provide an original, official letter from the institution that has granted the aid, showing a minimum amount of approximately \$2800.
7. Proof of health insurance – SAI will provide this letter in Spanish
8. Evidence of your migratory status in the USA (Only for non US citizens): Provide your Permanent Resident Card of a US Visa with I-20). Those documents must be valid for your return to USA after the expiration date of your visa.
9. If you wish for your passport to be mailed back to you (you must be in the US territory), you must include a prepaid Priority Express Mail envelope from USPS with your application. No other courier service is accepted. Also include the signed “Declaration to Mail Form” (on our website).
10. Visa Processing Fee paid by Money Order payable to the Consulate General of Spain. US citizens pay \$160. For all others please check the Consulate’s website.
11. Requirements Checklist (located on our SAI website) must be included.
12. When you receive your passport back with your visa, scan the visa page and submit it to your admissions counselor.
13. Make a copy for your own records to bring with you to Spain.