



# FULBRIGHT España

## OBTAINING A STUDENT VISA FOR UP TO 180 DAYS FROM A SPANISH CONSULATE IN THE U.S.

Please give this requirement **careful attention** as it is a lengthy process and remember that **grants cannot be initiated without having the required visa** affixed to your passport.

Passports, visas, and the other items mentioned in this document require **advanced planning of at least four months** prior to the date of departure. Most consulates require an **appointment** to begin the visa process, and **visa appointment slots fill up very quickly** so you should consult the appropriate consulate website to secure a convenient date well in advance. **Do not wait until you have all of the documentation prepared to make an appointment!**

This document will explain in detail the requirements for applying for your visa, but remember to always **confirm the requirements of your specific consulate**, as they do vary and **can be modified by the consulate at any time.**

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## I U.S. PASSPORTS

All individuals, minors included, must travel with their own passport. The official website of the U.S. Department of State: <https://travel.state.gov/content/travel/en/passports.html/> has application forms and information on procedures and fees. You can traditionally apply for a passport at one of over 9,000 public acceptance facilities nationwide or by mail, though due to COVID-19 many Passport Agencies remain closed around the country. You should check here for information about your local Passport Agency's status: <https://travel.state.gov/content/travel/en/passports/get-fast/passport-agencies.html>. Four to six weeks are required for normal service, so plan for delays approximately double the normal processing time due to COVID-19 and reach out to your local Passport Agency to find out more information about their specific status and processing times. If you need to apply for or renew your U.S. Passport, you should call those Passport Agencies near you **as soon as possible** to ask when you should do so (if in phase 1, 2, or 3 of the re-opening protocol).

The above website also provides a photography guide for U.S. passport photos. You will need similarly-sized photos for other IDs and for your visa application, but only get enough now for your present needs. **Please note that standard photo sizes are different in Spain and the U.S.**, and Spain's official *carnet*-size photos are inexpensive and easy to acquire once in Spain.

In order to apply for a **Spanish student visa for up to 180 days** your passport must be signed and valid for the entirety of your intended stay in Spain and sometimes for 3 or 6 months after your return to the U.S. (specific requirements for validity vary by consulate, so be sure to check your consulate's website). If you do not have a U.S. passport, it will expire during the grant, or will expire within 6 months of the end of the grant, please contact your main contact person at the Commission **as soon as possible** if you have not already done so.

## II THE VISA

Visas must be issued by a Spanish Consulate, the diplomatic representation of the Spanish government abroad, and which is under the jurisdiction of the *Ministerio de Asuntos Exteriores, Unión Europea y Cooperación*. **They cannot be obtained in Spain and it is very difficult for U.S. citizens to obtain a Spanish visa from a Spanish consulate outside of the U.S.**

As per the instructions of the *Ministerio de Asuntos Exteriores, Unión Europea y Cooperación*, all Fulbright grantees on awards of more than three months (90 days) must apply for and obtain a **student** visa at a Spanish consulate. You can find

all of the contact details for Spain's consulates in the last section of this document, titled ["2020-2021 Guide to Spanish Consulates in the U.S."](#) **It is particularly important that you pay attention to each consulate's jurisdiction** as consulates will **not** process visa applications for applicants whose residence is in another consulate's jurisdiction.

Some consulate jurisdictions are quite vast and, in most cases, you are required to physically travel to your consulate at least once. Please note that **neither the Fulbright Program nor the U.S.-Spain Fulbright Commission can provide any funds** to cover costs associated with procuring the visa (passport renewal, travel to the consulate, background check fees, etc.). Because of this, we encourage you to submit your documentation to the Commission and IIE as soon as possible in order to receive your travel allowance early and thereby have access to the funds you may need to cover these costs.

It is vital that you begin reviewing your consulate's procedures **well in advance of your departure date**. Requirements vary between consulates, but most recommend applying for visas **either three or four months prior to departure** since processing times can be much greater during summer and fall due to the high number of student visa applications being handled at those times. You should confirm minimum and maximum processing time, if your physical presence and/or an appointment to submit the documentation is required, and the number of photos and photocopies required for each document with your consulate. Remember that any accompanying family members will have a visa related to yours (often referred to as a "student dependent visa") and will need to have their own visa appointment, if appointments are required by your consulate.

Your visa will be valid either for the length of your stay in Spain or (approximately) 180 days.

### **III MAKING A VISA APPOINTMENT**

There are nine Spanish Consulates serving the U.S.:

1. Boston
2. Chicago
3. Houston
4. Los Angeles
5. Miami
6. New York
7. San Francisco
8. San Juan, Puerto Rico
9. Washington, D.C.

As mentioned above, you can only apply at the consulate with jurisdiction over the state – or part of the state in the case of California – of your permanent address. For details about each consulate, please refer to its specific website. All pertinent links are listed below in [Section VI](#).

Due to changing local conditions due to COVID-19, Spanish Consulates in the U.S. are experiencing more frequent changes than usual in their visa appointment protocols. **It is your responsibility to continuously confirm your consulate's protocol.** Some Consulates require you to schedule an appointment online while others require that you email them to schedule an appointment. It is also possible, if a Consulate were to close temporarily to the public, that you be directed to mail-in your student visa application, though this is usually only in exceptional cases.

**Most consulates traditionally require an appointment** to begin the visa process so find out **today** if yours requires one. If at this time your Consulate requires that student visa applicants schedule an online appointment **you should make your appointment online immediately** to secure a convenient date. Visa appointment slots fill up very quickly and you should not wait until you have all of the documentation prepared. If your consulate is not currently offering appointments online, you should check back every few days as this could change at any time.

Since the starting date of your grant is January 11<sup>th</sup>, having the visa appointment between **October 15 and November 15 is ideal**. Before this, most consulates will not accept your visa application, and after this window you may not have enough time to receive the visa, as it normally takes at least four weeks to process and there are many holidays in November and December.

Note that most consulates do not accept visa applications more than three months prior to the program start date, so be sure to double check with your specific consulate. (The **Boston** and **Los Angeles Consulates** are currently accepting applications up to 120 days in advance of the program start date, though this may change at any time.)

Remember, you must consult your consulate's website to ascertain minimum and maximum processing times, physical presence requirements, how to make an appointment to submit the documentation (if required), and the number of photos and photocopies required for your specific consulate.

All consulates technically require that the applicant visit them in person **at least once**. Usually this visit is to submit the visa application and paperwork and the consulate can then mail back your passport with the visa affixed to it (via USPS Express or Priority Mail). However, sometimes applicants are also required to pick up the visa in person (this is the case of the Los Angeles Consulate). Again, check the conditions with your specific consulate. In some cases, you might be able to

ask a relative or friend to collect your visa, but they will need to present a notarized authorization to do so.

## **IV WHAT TO BRING TO YOUR VISA APPOINTMENT**

As has been said before, you should begin the application process at least four months prior to your departure, and earlier if you are traveling with family. The following list will give you a general idea of what you will need to apply for a visa, but you **must confirm the requirements of your specific consulate**, as they do vary. Make sure that you take the **correct number of photocopies** of each document, including your passport, as specified by your consulate.

Remember that you are applying for a *visado de estudios para estancias hasta 180 días*, with *entradas múltiples*. On the Consulates' websites, follow the instructions for long stay visas ("national visa," not a short stay Schengen visa). Under long stay visas you will find the specific student visa instructions.

The main difference with the long-stay student visa that is valid *for over 180 days* is that that the student visa *over 180 days* requires the applicant to present a police criminal background check, and a medical certificate. **For stays under 180 days, you do not need the criminal background check or the medical certificate.** Again, be sure to request "multiple entries," so that you can travel in and out of Spain during your grant.

### **U.S. PASSPORT**

Your passport must be signed and valid for 3-6 months beyond your intended stay in Spain and you must bring it and at least one photocopy with you to your visa appointment. If you do not have a U.S. passport, it will expire during the grant, or will expire within 6 months of the end of the grant, please contact your main contact person at the Commission **as soon as possible**. If you have dual citizenship with an EU country, please also contact your main contact person at the Commission. For more details, see [the section on U.S. Passports above](#).

### **VISA APPLICATION FORM ("SOLICITUD DE VISADO NACIONAL")**

You can download a copy of the form [here](#). Please note that as late as August 2020 the Spanish Consulates in Los Angeles, New York, and Washington, D.C. were using an older version of the application form. The form is quite simple and easy to complete, although you may have doubts on the following questions (though

because the format of the visa application form differs slightly by consulate, the numbering also varies slightly on the last questions, as noted in *italics*):

- Question 10: complete only for the visa application of under-age dependents accompanying you. Otherwise, leave blank.
- Question 11: you must state your National Identity Number, or *NIE (Número de Identidad de Extranjero)* number **only** if you previously had one when you lived/studied in Spain. (This number will be on the visa you previously received and/or on your Spanish residency card, *TIE*, if you had to apply for one.)
- Question 20 “Principal purpose of journey” (“*Motivo principal del viaje*”): check “Studies” (“*Estudios*”).
- Question 21 “Date of intended entry into Spain” (“*Fecha de entrada prevista en España*”): indicate an approximate date. You do not need to have a plane ticket to Spain in order to complete this form.
- Question 22 “Number of entries requested” (“*Número de entradas solicitadas*”): check “More than two” (“*múltiples*”).
- Question 23: As you do not yet have an address in Spain, you may use either the Commission’s address if you are in Madrid or, if in another city, your host institution’s address.
- Questions 24, 25, 26 & 27: leave blank, they do not apply to you. (*For the forms available from the consulates in Los Angeles, New York, and Washington, D.C., leave blank questions 24 and 25.*)
- Question 28 (*for the forms available from the consulates in Los Angeles, New York, and Washington, D.C., this is question 26*): complete only the first half of this box with the details of your host institution. Leave blank after “In the case of temporary stay of minors...” (“*En caso de estancias temporales de menores ...*”)
  - **Note for TAs:**
    - **Asturias, Canarias, Comunidad de Madrid, Galicia, and La Rioja TAs:** the above will be indicated in your *Carta de Nombramiento*, issued by the regional government.
    - **FERE/CECA:** the above will be indicated in the *credencial* you will receive from your specific program/school
    - **IE University TAs:** you should use the IEU address for **either** Segovia or Madrid, depending on where you will live.
    - **UCJC TAs:** you should use the Villafranca address.
    - **Universidad de Málaga TAs:**  
Calle Ejido, s/n  
Pabellón de Gobierno  
29013 Málaga
    - **Universidad de La Laguna TAs**  
Pabellón de Gobierno, C/ Padre Herrera s/n  
Apartado Postal 456  
38200, San Cristóbal de La Laguna  
Santa Cruz de Tenerife

- **TAs in other programs:** the Commission will provide you with this information

The **Spanish Consulate in Boston** requires an additional form, the "supplemental registration form" which is available to download as a Word document from the general Visa page of the Spanish Consulate General in Boston's website. Other Consulates may specify additional requirements at any time, so be sure to check your consulate's specific student visa instructions.

## PASSPORT-SIZED PHOTOGRAPHS

United States passport photos must be recent and 2 x 2 inches (51 x 51 mm) in size. More information on photo requirements can be found at:

<https://travel.state.gov/content/travel/en/passports/how-apply/photos.html>

## FULBRIGHT GRANT AUTHORIZATION

This document will be emailed to you by the Commission, likely in mid-September, with your visa certificate. With the visa certificate, the Grant Authorization fulfills the consular requirements of: 1) Proof of medical insurance, 2) Proof of acceptance to a full-time study program, and 3) Proof of financial means. You must take the signed and dated original and at least one photocopy to your visa appointment. You should **keep the original** the day of your visa appointment

Please note that this document will **not** be emailed until you have uploaded your passport data page and [Program Terms and Conditions \(from IIE\)](#) to the [Fulbright Spain website](#).

## VISA CERTIFICATE

You will receive your **Visa Certificate** by email with your Grant Authorization and the Commission Terms and Conditions. You must bring the original Visa Certificate, signed by the Commission and addressed to the consulate, with you to your visa appointment; the Consulate will keep the original. This letter, with the Grant Authorization, fulfills the consular requirements of: 1) Proof of medical insurance (for you, not for any dependents), 2) Proof of acceptance to a full-time study program, and 3) Proof of financial means (your grant stipend is usually enough to prove this for you and any accompanying dependents). Since the visa certificate is issued in Spanish, you do not need to get any documents translated to comply with these three consular requirements.



Please note that this document will **not** be emailed until you have uploaded your passport data page and [Program Terms and Conditions \(from IIE\)](#) to the [Fulbright Spain website](#).

## VISA FEE

In September 2016 all Spanish Consulates in the U.S. were instructed by the *Ministerio de Asuntos Exteriores, Unión Europea y Cooperación* that Fulbright grantees are officially exempt from paying the \$160 visa fee, in compliance with governmental reciprocity agreements, and in November 2018 this was extended to all Fulbrighters' dependents. As a result, you should **not** be asked to pay the visa fee for anyone traveling with you on your grant to Spain if you apply for your student visa from a Spanish Consulate in the U.S. Should a specific consulate or consular employee tell you something different, please let your main contact at the Commission know as soon as possible.

## ADDITIONAL DOCUMENTATION

As you already know, you are applying for a student visa for up to 180 days. On your consulate's website, you will see that additional documentation such as a background check with the Apostille of the Hague or a medical certificate is required for long-term (over 180 days) student visas. The long-term student visa (over 180 days) is not the type of visa you are applying for, so you **will not** need a background check with the Apostille for your visa appointment. However, TAs who will be in the classroom with underage students in Spain, will need to request a background check, legalized with the Apostille of the Hague, and bring it with them to Spain. At this moment, you should only focus on the documents you need for the visa process. In mid-October, we will send you an email with detailed instructions on how to obtain a background check with the Apostille of the Hague. Please do not begin this process until you have received these instructions, as you should request this document no earlier than 90 days prior to the start of your grant.

## GRANTEES COMING WITH DEPENDENTS

If a dependent (spouse or children) will be accompanying you during your stay in Spain, please email your contact person at the Commission as soon as possible. Dependents also have to apply for a student visa and this process requires additional documentation that might take some time to obtain, so if this is your case, we will follow up with you individually.

## **V STUDENT VISA (UP TO 180 DAYS) CHECKLIST**

**Important note:** Always be sure to verify your Consulate's student visa requirements, as procedures can be modified at any time. Due to COVID-19 we anticipate that some consulates will change their visa application procedures multiple times during fall 2020, so you must check your consulate's website frequently. All deadlines are based on current processing times, but closures of U.S. offices may affect this so you should complete every step as soon as possible. This checklist does not replace the information in the above Fulbright Visa Guide; you must read the information in this very carefully.

- **1** **By August 30:** Schedule visa appointment and notify Commission via: <https://forms.gle/Xa27sS7DFk9VKDw5>
- **2** **By October 15:** Review your consulate's requirements and fill out the National Visa Application Form. Email the Commission with any questions
- **3** **By November 15:** Go to your visa appointment with all of the necessary documents (passport, GA, Visa Cert., photograph(s), visa application form., etc., according to your Consulate's requirements) **and the required copies.**

## **VI 2020-2021 GUIDE TO SPANISH CONSULATES IN THE U.S.**

### **BOSTON**

Contact Info:

31 St. James Avenue, Suite 905  
Boston, MA 02116  
Tel: (617) 536-2506/2527  
Fax: (617) 536-8512  
Email: [cog.boston@maec.es](mailto:cog.boston@maec.es)

Jurisdiction: Maine, Massachusetts, New Hampshire, Rhode Island, Vermont

Visas *(you must consult the Student Visa section, located at the bottom of the page):*

<http://www.exteriores.gob.es/Consulados/BOSTON/en/ServiciosConsulares/ConsularServicesBoston/Pages/Visas.aspx>

**Please note there is a “supplemental registration form”** which is available to download as a Word document from the general visa page of the Spanish Consulate General in Boston’s website. The link to the Word document is found right after the National Visa Application link in the Student Visa section.

### **CHICAGO**

Contact Info:

180 N Michigan Ave., Suite 1500  
Chicago, IL 60601  
Tel: (312) 782-4588/4589  
Fax: (312) 782-1635  
Email: [cog.chicago@maec.es](mailto:cog.chicago@maec.es) or [cog.chicago.vis@maec.es](mailto:cog.chicago.vis@maec.es)

Jurisdiction: Illinois, Indiana, Iowa, Kansas, Nebraska, North Dakota, South Dakota, Ohio, Kentucky, Michigan, Minnesota, Missouri, Wisconsin

General Visa Information:

<http://www.exteriores.gob.es/Consulados/CHICAGO/en/ServiciosConsulares/consularservicesinchicago/visas/Pages/inicio.aspx>

Student visas (please disregard the text in point 4 referring to a certificate or degree and point 7 requiring proof of accommodation; these requirements do **not** apply to Fulbright grantees):

[http://www.exteriores.gob.es/Consulados/CHICAGO/es/ServiciosConsulares/Serviciosconsularesenchicago/Documents/documentosvisados/estudiante\\_no\\_college\\_student.pdf](http://www.exteriores.gob.es/Consulados/CHICAGO/es/ServiciosConsulares/Serviciosconsularesenchicago/Documents/documentosvisados/estudiante_no_college_student.pdf)

## **HOUSTON**

### Contact Info:

1800 Bering Dr. Suite 660

Houston, TX 77057

Tel: (713) 783-6200/05/14

Fax: (713) 783-6166

Email: [cog.houston@maec.es](mailto:cog.houston@maec.es) or [cog.houston.vis@maec.es](mailto:cog.houston.vis@maec.es)

Jurisdiction: Alabama, Arkansas, Louisiana, Mississippi, Tennessee, New Mexico, Oklahoma, Texas

### General Visa Information:

<http://www.exteriores.gob.es/Consulados/HOUSTON/en/InformacionParaExtranjeros/Pages/Visas.aspx>

### Student visas:

<http://www.exteriores.gob.es/Consulados/HOUSTON/es/InformacionParaExtranjeros/Documents/Visado%20estudios%20EN-16-06-2020.pdf>

## **LOS ANGELES**

### Contact Info:

5055 Wilshire Blvd., Suite 860

Los Angeles, CA 90036

Tel: (323) 938-0158/0159

Fax: (323) 938-0112

Email: [cog.losangeles@maec.es](mailto:cog.losangeles@maec.es) or [cog.losangeles.vis@maec.es](mailto:cog.losangeles.vis@maec.es)

Jurisdiction: California (southern counties: Imperial, Inyo, Kern, Los Angeles, Orange, Riverside, San Bernardino, San Diego, San Luis Obispo, Santa Barbara, and Ventura), Arizona, Colorado, Utah

### General Visa Information:

[http://www.exteriores.gob.es/Consulados/LOSANGELES/en/InformacionParaExtranjeros/Pages/Visas%20\(2017\).aspx](http://www.exteriores.gob.es/Consulados/LOSANGELES/en/InformacionParaExtranjeros/Pages/Visas%20(2017).aspx)

### Student Visas ("Studies Between 90 days and 180 days"):

<http://www.exteriores.gob.es/Consulados/LOSANGELES/en/InformacionParaExtranjeros/Pages/Study-Visa-for-more-than-90-days-and-less-than-180-days.aspx>

## **MIAMI**

### Contact Info:

2655 Le Jeune Rd., Suite 203

Coral Gables, FL 33134

Tel: (305) 446-5511/12/13

Fax: (305) 446-0585



Email: [cog.miami@maec.es](mailto:cog.miami@maec.es) or [cog.miami.vis@maec.es](mailto:cog.miami.vis@maec.es)

Jurisdiction: Florida, Georgia, and South Carolina

Student visas:

<http://www.exteriores.gob.es/Consulados/MIAMI/en/InformacionParaExtranjeros/Pages/Visa%20Requirements/Student-Visa.aspx>

## **NEW YORK**

**NOTE:** Although the student visa page says individual visa applications will not be accepted, **Fulbrighters must schedule a visa appointment and submit their application individually to the Spanish Consulate in New York.** You will also be required to go in person to pick up your passport once the visa has been processed.

Contact Info:

150 East 58th St., 30th Floor  
New York, NY 10155  
Tel: (212) 355-4080/81/82/85/86/90/91  
Fax: (212) 644-3751  
Email: [cog.nuevayork@maec.es](mailto:cog.nuevayork@maec.es)

Jurisdiction: Connecticut, Delaware, New Jersey, New York, Pennsylvania

General Visa Information:

<http://www.exteriores.gob.es/Consulados/NUEVAYORK/en/ServiciosConsulares/Pages/CSNewyork/Visas-New-York.aspx>

Student Visas:

<http://www.exteriores.gob.es/Consulados/NUEVAYORK/en/ServiciosConsulares/Documentos/Student%20Visa.pdf>

## **PUERTO RICO**

**Please note that all information on this website is in Spanish.**

Contact Info:

Edificio Mercantil Plaza, Piso 11, Oficina 1101  
Av. Ponce de León, S/N  
Hato Rey – Puerto Rico 00918  
Tel: (787) 758-6090/6142/6279  
Fax: (787) 763-0190  
Email: [cog.sanjuandepuertorico@maec.es](mailto:cog.sanjuandepuertorico@maec.es)

Jurisdiction: Puerto Rico, Islas de Culebra y Vieques, U.S. Virgin Islands

General Visa & student visa Information:

<http://www.exteriores.gob.es/Consulados/SANJUANDEPUERTORICO/es/ServiciosConsulares/Paginas/ServiciosConsularesEn.aspx>

## **SAN FRANCISCO**

Contact Info:

1405 Sutter St.

San Francisco, CA 94109

Tel: (415) 922-2995/96

Fax: (415) 931-9706

Email: [cog.sanfrancisco@maec.es](mailto:cog.sanfrancisco@maec.es) or [cog.sanfrancisco.vis@maec.es](mailto:cog.sanfrancisco.vis@maec.es)

Jurisdiction: Alaska, Northern California (**counties** of: Alameda, Alpine, Amador, Butte, Calaveras, Colusa, Contracosta, Del Norte, El Dorado, Fresno, Glenn, Humboldt, Inyo, Kings, Lake, Lassen, Madera, Marin, Mariposa, Mendocino, Merced, Modoc, Mono, Monterey, Napa, Nevada, Placer, Plumas, Sacramento, San Benito, San Joaquin, San Mateo, Santa Clara, Santa Cruz, Shasta, Sierra, Siskiyou, Solano, Sonoma, Stanislaus, Sutter, Tehama, Trinity, Tulare, Toulumne, Yolo, Yuba), Hawaii, Idaho, Guam, Montana, Nevada, Oregon, Washington, Wyoming,

General Visa Information:

<http://www.exteriores.gob.es/Consulados/SANFRANCISCO/en/ConsularServices/Consular-Services-in-San-Francisco/Pages/Visas.aspx>

Student visas:

<http://www.exteriores.gob.es/Consulados/SANFRANCISCO/en/ConsularServices/Consular-Services-in-San-Francisco/Documents/Student%20Visa%20Guidelines.pdf>

## **WASHINGTON, D.C.**

Address:

2375 Pennsylvania Avenue, NW

Washington, D.C. 20037

Tel: (202) 728-2330

Fax: (202) 728-2302

Email: [cog.washington@maec.es](mailto:cog.washington@maec.es)

Jurisdiction: Washington, D.C.; Maryland; North Carolina; Virginia; West Virginia

Visas (you must consult the “Student Visa” section near the middle of the page linked below; it is the first type of visa under the section “2. Long stay visas”):

<http://www.exteriores.gob.es/Consulados/WASHINGTON/en/Consulado/Pages/Visas.aspx>