

Visa Information for Spain

Visa is not requisite for a stay of 90 days of touristy or similar reason for citizen of the following states: European Union, Andorra, Argentina, Australia, Bolivia, Brazil, Brunei, Canada, Chile, Cypress, Colombia, South Korea, Costa Rica, Croatia, Ecuador, El Salvador, Slovakia, Slovenia, The United States, Estonia, Guatemala, Honduras, Hungary, Israel, Japan, Litany, Lithuania, Malaysia, Malta, Mexico, Monaco, Nicaragua, New Zealand, Panama, Paraguay, Poland, Czech Republic, San Marino, Singapore, Switzerland, Uruguay and Venezuela. Citizen of Filipinas, Turkey, Bulgaria, Morocco, Rumania and Tunes, which are diplomatic passport holders.

We strongly recommend you to ask your local Spanish embassy/consulate in your country for the ultimate information, because the embassy/consulate is the responsible institution to grant the visa and to require documents.

Visa applicants will have to take the following steps into consideration:

The procedure of obtaining a visa for studies in Spain:

- The visa process (from the moment you present all the necessary documents at the Spanish embassy in your country) until issuing the visa can take between 3-4 months.
- Course and accommodation fees have to be paid completely in advance by bank transference to our account (no cheques accepted), then we will confirm your payment.
- 1.) You have to send us the completed registration form
- 2.) You have to make the transference by bank order, postal order, Western Union, etc.
- 3.) We will send you
 - a) A confirmation of your course booking (in English)
 - b) A visa invitation (in Spanish), in which detailed information will be given about the address of your apartment (can change later), the course details and the paid amount.
- 4.) You have to go to the Spanish embassy in your country with the invitation letter from us and ALL the documents the embassy requests and apply for the visa.

If the preceding facts are not complete or only 1 document is missing, the embassy **will not** grant the Visa.

- 5.) You should keep in contact with the embassy to be sure that they are proceeding.

We recommend applying for the Visa at least 3 months before arrival, better 5-6 months.

**Usual requirements for study visa for stays of less than 6 month:
OF THE APPLIER:**

- **Passport with at least 120 days to the expiry date.**
- **Filled out and signed application form (contact the Spanish embassy in your country to get all necessary forms and instructions).**
- **Accreditation of economical means (Provide documentation that you have sufficient financial resources to support yourself financially while you are in Spain).**
- **Private Health insurance (Policy)**
- **Document, which verifies the accommodation in Spain during the studies.**

OF THE CENTER OF STUDIES:

- **Certificate (Invitation) indicating: Name of student, type of course, the length of the course and number of hours weekly.**
- **Receipt justifying the payment of course and accommodation.**

We can only certify the money we have really received.

Please follow all the steps exactly!!

Cancellation policy

If you have paid the fees and we have sent you the confirmation and the invitation letter and your visa apply is rejected:

YOU HAVE TO SEND US THE LETTER OF REJECTION FROM THE EMBASSY then:

a) we send you back all the money minus a handling charge of 90 Euros if you send us the refusal letter AT LEAST 4 weeks before starting the course.

b) we send you back the money minus a handling charge of 180 Euros if you send us the refusal letter AT LEAST 2 weeks before starting the course.

c) we cannot send you any back if you don't send us the refusal letter or send it later than 2 weeks before starting the course.

So we recommend you once more to inform yourself very well in the Spanish embassy and to apply for the visa enough time in advance before starting the course.