



## IMPORTANT INFORMATION ABOUT STUDENT VISAS

It is very important that you apply for a student visa in a timely manner in case you are required to have one to study in Spain. It is expected that all students at the Madrid Campus have all necessary paperwork before their arrival. Students who plan on traveling to Madrid without a student visa may have complications entering Spain or while here. Please contact your admissions counselor or the Office of Admissions ([admissions-madrid@slu.edu](mailto:admissions-madrid@slu.edu)) immediately if you have difficulties obtaining a visa application appointment (when necessary) or it seems that you might not be issued your visa in time. You may not apply for your student visa after you have arrived in Spain.

**What kind of visa should you apply for?** If you are certain that you will be staying for only one semester, you should apply for a short-stay visa (valid for 180 days and non-renewable). All students who plan to stay for more than one semester should apply for the long-stay visa (valid for 90 days and renewable) which will be needed to eventually apply for a student residence card (*Tarjeta de Estudiante*) which is the document that allows you to stay in Spain legally for as long as you study here. You will be required to renew the student residence card each year.

**What documents will you need to present?** In order to apply for a Spanish student visa you'll need to present specific paperwork to the Spanish consulate, which may include a round-trip airline ticket, a consulate processing fee, proof of financial means, medical certificate and Police Records Certificate. Please note that non-US and non-E.U. citizens may be required to pay the complete tuition fees prior to the issuing of the visa documents. Please contact your admissions counselor for country-specific information.

The University will provide you with two official letters in Spanish that state the following:

- Your name and major
- Verification of enrollment as a full-time student (between 12-18 credits)
- Proof of health insurance while in Spain (All students who are registered for at least 1 credit are automatically insured by SANITAS, one of Spain's most respected private health insurance providers).
- Verification that financial responsibilities have been taken care of to date. If a housing deposit has been paid, it would be stated on the letter. Please note some consulates may require that you have paid the housing deposit and in some cases the full housing fees in order to issue the visa. We strongly recommend that you apply for housing (<http://apply.madrid.slu.edu/housing>) at the time that you pay the non-refundable Confirmation Fee, if you plan to stay in university-run housing.

Visa requirements, procedures and processing times vary from one consulate to another. **Please address all your visa-related questions directly to your designated Spanish consulate** (which could correspond to your permanent and/or temporary address). Find your specific consulate at: <http://www.maec.es/embajadas>.

**IMPORTANT:** We recommend that you submit your visa application as soon as you are able to in order to avoid delays. However, some consulates will NOT accept applications less than 45 days in advance. In order to save yourself time and frustration, do not wait until the last minute.

**What does a student visa look like?** A student visa is a large green sticker/stamp placed on one of the blank pages of your passport. When your passport is returned to you by the consulate, verify that your student visa information is correct.