

READ THE FOLLOWING VERY CAREFULLY

STUDENT VISA INFORMATION: It is the responsibility of each student who is accepted to PRESHCO to apply in a TIMELY fashion for a student visa to study in Spain.

1) Please be aware of the following:

- Requirements for student visas vary from consulate to consulate.
- Requirements are different for US citizens and non-US citizens. What follows is particularly applicable to US citizens. Non-US citizens are instructed to access the web page of the Spanish Embassy or a specific Spanish consulate to verify what documents they are required to present.
- Contact the Spanish consulate for your area of residence immediately after receiving notification of your acceptance to PRESHCO and request a checklist of requirements and deadlines for completing your Student Visa Application.
- You must apply for your visa at the Spanish consulate with jurisdiction over the state where you permanently reside. See the list of consulates and corresponding states on the web site of the Spanish Embassy at <http://www.spainemb.org>. Complete the application in accordance with the consulate's guidelines and provide all the necessary documentation and information. PRESHCO and its representatives have no say whatsoever in what the Spanish consulates require. PRESHCO, however, will provide you with and can assist you in acquiring some of the required documentation.
- In general, applications must be filed **two months** prior to the departure date. In some cases, however, the process can take longer. So again, make your contact sooner rather than later.
- When you apply for your visa you must present a duly completed application as well as all the required documentation and photocopies as stipulated by the consulate, otherwise your visa will not be processed at that time. Note very carefully what your consulate requires to avoid the risk of having your materials returned to you, delaying the process, or perhaps, even delaying your departure.

2) To apply for a student visa the following documentation is USUALLY required but your particular consulate will stipulate exactly what you must submit. So once again, contact the Spanish consulate for your area of residence directly:

- One to four (depending on the consulate) completed visa application forms (Schengen Visa Application Form). If you are not applying in person, the application form must be notarized. Please be aware that not all consulates may allow application by mail. The visa application may be downloaded from the Embassy of Spain web site at <http://www.spainemb.org>.
- Passport, signed by the bearer and valid for at least of one year from the date of application, with at least one blank page to affix the visa, plus one photocopy.
- 4 recent color passport-size photos, one stapled to each application.
- If you are not a US citizen, "Resident Alien Card" or valid US visa with I-20/ IAP-66, plus one photocopy.
- Original and one copy of the acceptance letter and the notarized affidavit from your PRESHCO campus coordinator. These documents, both individual and together, verify your enrollment as a full-time student (at least 20 hours per week), full payment of tuition, room, board, full medical insurance coverage for the length of the studies in Spain, state the full name and address of the University of Córdoba and the dates of your participation in PRESHCO, and the fact that you will be eligible for credit towards your Bachelor's or Associate Degree.
- Official letter from the University of Córdoba stating proof of admission into the PRESHCO program and that the University of Córdoba is officially recognized and holds the proper administrative authorization, plus one photocopy. PRESHCO will provide you with this letter.

- Verification of financial support to cover living expenses beyond those provided by PRESHCO. Each consulate will stipulate what form this notification should take. Most often it is a notarized affidavit from your parents stating that they are responsible for expenses beyond those provided by the program and/or bank statements or copies Income Tax Return forms. Check the web site of the Spanish consulate for your area of residence to find out exactly what documents they require as proof of financial responsibility.
- Proof of personal medical insurance with international coverage. This is in addition to the coverage PRESHCO provides.
- Original letter typed on doctor's stationary and one photocopy verifying that you are in good physical and mental health, free from any contagious or infectious diseases (especially yellow fever, cholera, and the plague) and drug addictions. These items must be specified and the letter must be signed by a Medical Doctor. This is not the physical examination form included in the application packet.
- If the length of your studies in Spain is over 180 days, original criminal record certificate issued by the police department of the city where you have resided for the last 5 years, and one photocopy. A certificate from your college is not valid.
- Cash or money order only in the amount specified by the consulate on their web page for the visa application fee (US citizens). This fee must be paid in the exact amount and is not refundable. For other nationalities the visa fee will be determined at the time the application is presented.
- Check the web site of the Spanish consulate for your area of residence to find out exactly what the procedure is for submitting your application and the supporting documents and picking up your visa.

3) Some consulates have been known to require the following additional documentation so BE PREPARED to provide it if asked to:

- As additional proof of ID, one of the following: US Drivers' License, Voter's Registration Card, current Student ID, US State ID, or proof of registration issued by your college.
- Proof of confirmed reservations for airline tickets to and from Spain, plus one photocopy. **NOTE:** When and if this proof is required, our travel agent can provide it via e-mail or fax. Our travel agent is Ms. Carol Carlson at Tangerine Travel, Kirkland, WA. You may contact her at 1-800-678-8202, 1-425-354-6934 or Carol@tangerinetravel.com. For stays over 180 days it is not mandatory to have a confirmed return flight; the ending date of your studies specified in the letter from the University of Córdoba will be considered your return date.
- Proof of lodging/ housing accommodations in Córdoba. **NOTE:** If your consulate requires this documentation, please contact Professor Carlos Vega [cvega@wellesley.edu].
- Proof that PRESHCO is a member of APUNE. **NOTE:** If your consulate requires this documentation, please contact Professor Carlos Vega [cvega@wellesley.edu].
- **IMPORTANT:** Student Visa Applications are usually assigned a registration number at the time of presentation. Applications are processed in the order they are received. To ensure the timely issuance of a student visa your application must be filed **two months** prior to your departure for Spain. Applications presented less than **two months** prior to departure for Spain will forfeit any guarantee to have the visa issued on time. Applications filed more than 90 days in advance may not be accepted. Again, contact the Spanish consulate for your area of residence immediately after receiving notification of your acceptance into the PRESHCO program and request a checklist of requirements and deadlines for completing your Student Visa Application.