CULTURAL AMBASSADORS: VISA INFORMATION

If you have accepted the *North American Language and Culture Assistants Grant*, we wish you a most successful experience in Spain. Congratulations!!

**You cannot leave for Spain before obtaining a visa.** You will need to apply for this visa within the next few weeks. You cannot process your visa in Spain.

**European Union citizens** do not need a visa but a *health certificate* will be required to be sent to their corresponding office.

You will be in Spain under a *Long-Term National type Student Visa*. This visa encompasses many subcategories. You will fill out the form for the *National Visa* and follow instructions for the *Long-Term Student Visa* because you will be receiving a *grant* and your stay in Spain will be considered a *practicum*, therefore a continuation of your higher education.

Below you will find information about the steps you need to take before your departure for Spain:

1. **Before applying for the Long-Term National type Student visa** you need to receive an *original acceptance letter* (*Carta de nombramiento*) issued by the Autonomous Community. This letter may be in the format of an *email attachment*, regular mail, or both. You will need to present this *original* at the Consulate. **Be sure to have the original returned to you after applying for the visa.**

   **THE ORIGINAL letter will be necessary later in Spain.**

   *Please remember that the Embassy of Spain or the Spanish Consulates are not involved in the issuance of the letter, cannot rush it, nor affect any part of the process.*

2. In most cases you will need to apply for the visa IN PERSON at the **Consulate of Spain** that has jurisdiction over your residence - normally your home residence or from where your driver’s license or ID has been issued.

To locate the specific **Consulate of Spain** in the U.S., please go to the following link: [http://www.maec.es/SUBWEB/SUBWEB/EMBAJADAS/WASHINGTON/ES/MENUPPAL/CONSULADOS/OFICINACONSULARES/Paginas/Consulados.aspx](http://www.maec.es/SUBWEB/SUBWEB/EMBAJADAS/WASHINGTON/ES/MENUPPAL/CONSULADOS/OFICINACONSULARES/Paginas/Consulados.aspx)

**Please look up the web page of your corresponding Consulate** to get information about the documents you will need and start preparing them as soon as possible. Information may vary depending on the Consulate. The process may take up to 12 weeks. In some cases you may need to schedule an appointment to apply for your visa. Appointments can be made by phone or on line, depending on the Consulate.
Visa applicants through the Consulates in LOS ANGELES and SAN FRANCISCO, please log on to this web page:

Visa applicants though the Consulate in MIAMI, please log on to this webpage:
www.conspainmiami.org/pdf/visado/ASSISTANT.pdf

Please remember that the Ministry of Education, Culture and Sports or the Education Office are not involved in the issuance of the visas, cannot rush it, nor affect any part of the process.

3. When you will schedule your appointment at your Consulate, please mention the following:

“I take part of the “Auxiliares norteamericanos” del Ministerio de Educación, Cultura y Deportes de España. I will be starting my assistantship during the last week of September or the first week of October”

4. Any questions regarding visa applications should be directed to your corresponding Consulate. The Ministry of Education, Culture and Sports and the Education Office in the USA/Canada are not related to visa procedures.

5. The visa you will get is ONLY VALID FOR 90 DAYS. Within the first 30 days after your arrival in Spain you will need to take this visa, your original acceptance letter, your original health certificate and the original police record to the closest police station or immigration office (Oficina de Extranjería) and request your temporary resident alien ID card and number (NIE -Número de Identificación de Extranjero). Please ask for assistance at your school or from your regional education officers in Spain. This NIE will cover the full stay in the country. APPLY FOR IT AS SOON AS YOU GET THERE. It may take a few weeks to get an appointment. Do not let your visa expire or you will have to return to the USA or Canada and apply for a new one.

PLEASE, DO NOT PURCHASE ANY NON-REFUNDABLE, NON-CHANGEABLE PLANE TICKET until you have your visa in hand.

CHECK OUR MANUAL ON OUR WEB PAGE FOR FURTHER INFORMATION:

or email: norteamericanos@mecd.es