Spanish Visa Instructions

Include in envelope to send/take to the Consulate:

1. Completed visa application + photocopy of application
2. Passport valid for a minimum of 6 (six) months from your departure date. Be sure your Passport is signed.
3. 2 Photos, passport size and quality.
4. 2 photocopies of ONE of the following: U.S. Driver’s License, U.S. State ID card or Voter’s Registration Card
5. Original letter + photocopy from U.S. institution (TTU) or Spanish academic center directed to the Consulate verifying enrollment as a full-time student, payment of tuition, living expenses and health insurance. Donna will provide this letter for TTU Center in Seville students.
6. Processing fee: $160.00 money order payable to: CONSULATE GENERAL OF SPAIN
7. Non-U.S. citizens should check with Consulate for any additional requirements and exact fee. (Normally $81.00)
8. For Academic Year students ONLY:
   a. Medical Statement: (APUNE health form) signed by a physician verifying that the student is in good health, free of contagious disease, drug addiction and mental illness.
   b. State of Texas security/police clearance.

Bring all items to the study abroad advisor for review and photocopying.

Student visas can be applied for in two ways:

1. Submit all documents in person to the Spanish Consulate in Houston (have Study Abroad Advisor review materials prior to taking them)

   OR

2. Send documents by the designated TTU representative. TTU representative will take documents to the Consulate then return to pick them up for disbursement to participants. Date for taking the group’s documents will be available each semester.

IMPORTANT!!!

The TTU representative will make one trip to the Spanish Consulate in Houston. All visa packets must be submitted by deadline to allow study abroad advisor time to review, make copies, etc. Passports will be returned from the Spanish Consulate. The Seville coordinator will make arrangements for delivery/pick up of passports to individual students.