



CHECKLIST – STUDENT VISA

Please specify

DD MM YYYY

Intended date of travel to Spain:

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If you are a legal resident in Myanmar, Cambodia or Laos, contact the Visa Section of the Embassy of Spain: emb.bangkok.vis@maec.es.

Student below 18yrs kindly send e-mail to emb.bangkok.vis@maec.es before booking study visa appointment.

Minimum documentation

SL	Documents	Yes	No
1	National visa application form. Application must be submitted between 2 months to 6 months prior to starting date of intended activities or studies Each applicant must complete and sign a visa application, filling in each of its sections. If a minor the visa form must be signed by both parents.		
2	Proof of residence in Thailand, Myanmar, Cambodia or Laos. Original certificate of residence issued by the local authorities showing the current address and copy of the visa/resident permit Nationals from Thailand, Myanmar, Cambodia or Laos: <u>don't need to submit any proof of residence.</u>		
3	Passport. A valid passport recognized as such by Spain, <u>with a minimum validity of one year.</u> Photocopy of all the pages of the passport		
4	Photograph. A recent, passport-size, colour photograph, taken against a light background, facing forward, without dark or reflective glasses, or any garments concealing the oval of the face: Recent colour with white background photographs (not more than 6 months) 3.5 cm x 4.5 cm		
5	Police Clearance Certificate. Applicants of legal age must provide a criminal background certificate from the countries where they have resided in the last 5 years. This Certificate must be issued within 180 days of submitting the visa application. The Police Clearance Certificate must be legalized or apostilled, unless it is issued by an EU member state and translated in Spanish by a sworn translator. NOTE: If the duration of the studies/activity is less than 135 days, a Police Clearance Certificate is not required.		

6	<p>Medical Certificate.</p> <p>Original and the copy of a Medical Certificate confirming that <i>the applicant does not suffer from any disease that could cause serious repercussions for public health pursuant to the 2005 International Health Regulations.</i></p> <ul style="list-style-type: none"> • This Certificate must be issued within 90 days of submitting the visa application. • This Certificate must include a stamp from the issuing Medical Center, doctor's signature and doctor's License Number. • The Certificate must be written on letterhead paper from hospital/doctor's office or directly on the provided template. • The Certificate must be signed by a Doctor (Physician), not by a Nurse Practitioner or a Physician Assistant. • Medical certificate must be accompanied by an official or certified translation into Spanish. The Spanish translation is not necessary if you use the model. Please find this model in "Download form". <p>This Consular Section does not provide information about Medical centres that issue this Certificate. The applicant may contact any public or private Medical centre duly accredited.</p>		
7	<p>Health insurance.</p> <p>Accrediting the public or private health insurance contracted with an insurance entity authorized to operate in Spain:</p> <p>https://rrpp.dgsfp.mineco.es/?culture=es-ES&ui-culture=es-ES</p> <p>The insurance policy must cover all the risks insured by Spain's public health system.</p> <p>Health insurance must be valid from, at least, one month before the start of studies until 15 days after the end of the studies, or for one year if the duration of the studies is longer than one year.</p> <p>The medical insurance must not have co-payments or coverage limit, that is, it must cover 100% of medical, hospital and extra-hospital expenses. Spanish companies like Sanitas, Adeslas, Axa, etc. offer coverage of 100% of expenses and unlimited. In case the policy has a coverage limited to a specific amount, this shall not be less than 30,000 euros, without prejudice to the individual assessment of the application. The insurance contract must be maintained during the authorization period.</p> <p>If the applicant is participating in a volunteer programme, in addition to the health insurance, they must provide a copy of the civil liability insurance policy taken out by the organization.</p> <p>Travel insurances won't be accepted.</p>		

Specific requirements according to the categories of studies:

Please submit one printed copy, if it is an electronically signed document. Otherwise, please submit the original document and the copy.

The document must be issued in Spain by the authorized university, school, education center, etc.

9.1 Higher education studies. (University, etc.)

Admission letter of higher education studies, as the main activity, at a recognized higher education institution or centre in Spain, within the framework of a full-time program leading to the award of a recognized higher education degree. A recognized higher education degree shall be understood as one issued by a higher education institution or center officially recognized in Spain.

Proof of payment of the enrolment fees, tuition fees, or an equivalent document required by the respective institution or education center.

9.2 Upper secondary education post-compulsory level/*Educación secundaria Postobligatoria*.

Admission letter of post-compulsory secondary education studies at an authorized educational center in Spain, within the framework of a full-time program leading to the award of a recognized qualification.

Proof of payment of the enrollment fees, tuition fees, or an equivalent document required, where applicable, by the respective institution or education center.

9.3 Mobility programs for students enrolled in lower or upper secondary education.

Admission letter of an educational center.

Admission letter in a student mobility program for undertaking compulsory and/or post-compulsory secondary education at an officially recognized academic or scientific institution.

Letter of the educational center managing the student mobility program or educational project assuming responsibility for the student during their stay, particularly regarding the cost of studies, as well as living expenses and return travel to their country of origin.

Accommodation provided by a host family selected by the organization responsible for the mobility program or a boarding school or residence arranged by or affiliated with said organization within the framework of the program.

9.4 Voluntary or community service activities.

Admission letter to carry out voluntary services under a signed agreement with the organization responsible for the program, which must include a description of the program, the tasks and supervision conditions, the planned activities and conditions for their execution, the duration of the service, required volunteer work hours, available resources to cover board and lodging, a minimum amount of pocket money during the stay, and, where applicable, the training the foreign national will receive to carry out the program.

Proof of registry of the volunteer organization with the competent authority in accordance with applicable national, regional or European Union legislation.

9.5 Educational and training activities:

Admission letter to undertake the training activities.

Proof of payment of the enrolment or registration fees required, where applicable, by the relevant institution, organization, or center.

In the case of Preparatory courses for competitive examinations granting access to specialized healthcare training programs, the applicant must hold a Spanish degree in medicine, pharmacy, nursing, or other university degrees qualifying them to participate in the annual competitive examinations for access to specialized healthcare training posts, or a foreign degree duly recognized or officially approved as equivalent to those mentioned.

9	<p>Proof of financial means.</p> <p>Original and copies of documents proving that the applicant (or their legal representative or the family member (mother or father supporting them) has sufficient financial means to cover the expenses of the student during the duration of his/her studies.</p> <p>The minimum required amount is equivalent to 100% of Spain's Public Multiple Effects Income Indicator (IPREM). Additionally, 75% of the IPREM must be added for the first family member and 50% of the IPREM for each additional family member. If the accommodation for the entire stay has been paid for in advance, this amount will be deducted.</p> <p>The IPREM IN 2025: 600 € /month, 7.200 €/year.</p> <p>Documents to be submitted are as follows:</p> <p>Original and copy of bank Certificate and updated bank statement/bank book for the last 12 months (including the address, telephone number and email of the bank) duly stamped and signed by the bank.</p> <p>a) For beneficiaries of a scholarship: evidence of the amount of the scholarship that has been awarded and details of the covered expenses. Financial means from the applicant are also requested.</p> <p>b) In case of sponsorship:</p> <p>Birth certificate demonstrating the familial relationship with the sponsor. The document must be apostilled or legalized and accompanied by an official Spanish translation</p> <p>Declaration of sponsorship:</p> <p>A notarized letter in which a parent, legal guardian, or other relative assumes full financial responsibility for the applicant, covering at least the minimum monthly amount required for the duration of their stay. The document must be apostilled or legalized and accompanied by an official Spanish translation. Suggested wording:</p> <p><i>"I hereby certify that I, [full name of parent, legal guardian, or other relative assuming full financial responsibility], assume full financial responsibility for [full name of applicant]'s round-trip airfare, monthly room and board expenses while in Spain, as well as any additional expenses, including emergencies, that may arise during his/her stay."</i></p> <p>Original and copy of bank Certificate and updated bank statement for the last 12 months (including the address and telephone number and email of the bank) duly stamped and signed by the bank.</p> <p>Bank Certificate to be translated in Spanish by a sworn translator.</p>		
10	<p>Letter of employment or, if the applicant is still studying, letter from the school/university.</p>		

11	<p>Proof of the representative's identity and capacity.</p> <p>If the applicant is a minor, it will be necessary to submit copies of the identity document or passport of their parents, as well as of the document constituting proof of kinship. The originals must be shown when submitting the application.</p> <p>If the visa application is submitted through a representative, a copy of the identity document or passport of the representative and of the power of attorney or document accrediting representation must be submitted. The originals must be shown when submitting the application.</p>		
12	<p>STUDENT VISA FOR MINORS (UNDER 20 YEARS for Thai Nationals and UNDER 18 YEARS for nationals of Cambodia, Myanmar and Laos).</p> <p>In addition to the documents detailed above (requirements 1 to 12), the following documents must also be submitted:</p> <p>13.1. Original birth Certificate. The birth Certificate must be legalized/apostilled and accompanied by an official translation into Spanish.</p> <p>13.2 Copies of parent's IDs/passports.</p> <p>13.3 An authorization letter signed by both parents or legal guardians witnessed by an officer at the Embassy of Spain, in which they give their permission to the minor to travel to Spain for the purpose of carrying out the activity. The letter must include information about the center of study and planned length of stay. It must also contain information about the person who will take care of the minor once in Spain: name, surname, ID or NIE numbers and address. This letter must be filled and signed at the Embassy of Spain before the visa application.</p> <p>13.4 Letter from the school with the information of the person or persons responsible and in charge in Spain.</p> <p>13.5 Notarized declaration of the person or persons taking care of the minor in Spain.</p> <p>13.6 Copy of the DNI (Spanish ID) or the passport and NIE of the person or persons responsible and in charge of the minor in Spain.</p> <p>13.7 Certificate from the Ministry of Justice of Spain stating that the person(s) responsible and in charge of the minor in Spain does not have any sexual misconduct record in the Registry of Sexual Offenders https://sede.mjusticia.gob.es/es/tramites/certificado-registro-central or express authorization for the Administration to obtain said certification: https://www.mjusticia.gob.es/es/Ciudadano/TramitesGestiones/Documents/1292428513701- Modelo_de_autorizacion.PDF</p>		

13	Required documents for family members The following required documents must be submitted for each family member accompanying the student: <ol style="list-style-type: none"> 1. The documents listed above as 1,2,3,4,5,6,7,8,10 and 11,12. Where applicable. 2. Documents proving relationship to the student (marriage, civil union, or birth Certificate, or other document, depending on the relationship): 3. <ul style="list-style-type: none"> • For married couples: Marriage Certificate. • Domestic partnership: Certificate of Domestic Partnership Registration. • Unregistered domestic partnership. Documents proving evidence of a lasting relationship. In any case, such a relationship will be considered as established if proof of continuous cohabitation for at least one year is provided, unless the couple has children in common, in which case proof of stable cohabitation will suffice. • For children: Birth Certificate. • For children of divorced parents: The final divorce and custody filings for the minor. <p>Note: All documents issued by government authorities must be apostilled/legalized and translated to Spanish by an official translator.</p>		
12	Previous academic qualifications of the applicant. An attested true copy by notary of the diplomas/qualifications must be presented.		

PROCESSING TIME

The decision period for processing the visa is up to 1 (one) month from the date of application submission. However, this period may be extended if additional documents or interviews are required.

Once a favourable decision is made and the applicant has been notified, the visa must be collected within 1 (one) month. If the collection is not carried out within the aforementioned period, it will be understood that the applicant is no longer interested and the visa granted and the procedure will be archived.

Visa refusals will be provided in written notification, with grounds for the refusal stated.

Applicants have the right to appeal visa refusals within one month of receiving notification. Appeals can be submitted to the Embassy or filed for a judicial review with the High Court of Justice in Madrid within two months.

Applying for a study visa also entails applying for a study stay permit.

Additional documents and personal interview:

The Embassy may ask the applicant to submit, in the term of 10 working days, any missing documents, or to provide additional documents or data that are necessary for a decision regarding the application. The applicant may also be called in for a personal interview.

VERY IMPORTANT!

Please note. Only complete applications with all the required documents will be admitted and processed.

All foreign documents must be dully legalized/apostilled except official documents issued by a Member State of the European Union.

All documentation in a foreign language must be translated into Spanish by a sworn translator (bank statements don't need to be translated, if in English). You may find a sworn translator in Spain here:

<https://www.exteriores.gob.es/es/ServiciosAlCiudadano/Paginas/Buscador-STIJ.aspx>

The translation made by a sworn translator in Spain don't need to be legalized/apostilled.

Original and copy of all documents must be submitted. The photocopies must be made after legalization/apostille of the documents.

Bank statements or any other proof of financial means from outside Thailand must be duly stamped with original bank stamps, notarized and apostilled/legalized in order to provide reliable proof of authenticity and to be considered.

The visa fees and the BLS Service fees are non-refundable. All Original documents must accompany with one photocopy.

Declaration:

I holder of

Passport no..... voluntarily agrees to avail the services of BLS
International (Thailand) Ltd. to apply for a Spain visa.

BLS Staff:.....

In case of a Travel Agency, name of the agency

Contact number of applicant/agency

Signature of the Applicant/Agent

Date