

Applying Independently for your Spanish Visa

What does it mean to apply for my visa independently?

If you are unable to participate in the BU Batch Visa Process, this means you will need to apply for your visa independently. Each consulate operates differently, and depending on the consulate, you might need schedule your own appointment and go in person to the Spanish consulate that has jurisdiction over your home address or university's address to submit your visa application, or you might have to mail your application materials to the consulate. Application materials vary depending on the consulate, so it is important to read the specific consulate's website *VERY* closely.

When do I need to submit my application by?

You absolutely must have had your consulate appointment and submitted your Spanish visa application before: **NOV 15 (and preferably earlier)! There is no expedited visa processing, and in some consulates, namely the Boston Consulate, processing time is 9 weeks.**

Please note this means that your passport will be held at the Spanish Consulate until your application has been reviewed, and you will not be able to have access to your passport during this time. Depending on the consulate, you might have to return to the consulate to pick up your passport with the visa inside, or you might have the option to have your passport mailed back to you. You will need to check the specific consulate's website to see if you can provide a pre-paid envelope to have your passport mailed back to you once your application has been reviewed. Typically, it can take a minimum of 4-6 weeks for the visas to be issued, and at some consulates it can take up to 9 weeks.

Does this mean I will not have my passport until my application has been processed?

Yes, you will be without your passport for about 4-6 weeks after your application date, so plan accordingly! We cannot guarantee an exact date that you will have your passport back, and you should keep a copy of your passport while you are without it.

How do I schedule my visa appointment?

Since you are applying independently, it is your responsibility to make sure you can schedule and receive an appointment at the consulate. Please visit the local consulate's website that you are planning to submit your visa application at to learn how to schedule your appointment. Some consulates will require you to email or call the consulate; others might have a scheduling assistant system. **It is extremely important to get your appointment on the calendar and take whatever appointment is available. It can be *extremely* difficult to find an available appointment at the Spanish consulate, so make sure to prioritize booking an appointment well in advance**, and taking into consideration your consulate's estimated processing time. Please remember there is no expedited option for processing.

The Consulate I am applying to (Chicago, DC, Miami) uses a company called BLS. What is that?

BLS International is the online visa application company that is servicing visa processing for Spain at some consulates (currently only the Chicago, DC, and Miami Consulates). BLS (as of Sept 2023) requires students

to submit their materials via an in-person appointment. BLS began processing student visas during the spring of 2023. This transition has not gone smoothly. If possible, we recommend students utilize the batch visa process over applying independently, especially if your consulate processes visas through BLS.

There are some additional fees associated with using BLS. Depending on appointment type, and if applicants select the optional return courier service, BLS can cost an additional \$20-135.

How do I know which consulate to go to?

You are eligible to submit your visa application at the Spanish consulate that has jurisdiction over your permanent home address OR your school address. For some of you, this might mean that you have two options for which consulate to submit your application to, or you might have one, depending on where you are located in the United States. For example, if you permanently live in Texas, but you go to school in Massachusetts, you have the option to go to the Houston Consulate or the Boston Consulate.

If you are an international student and wish to apply to the local consulate in your home country, please contact the local consulate to confirm the application requirements.

Here is a list of Spanish consulates in the United States and their jurisdictions:

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| <p>Consulate General in Boston 31 St. James Avenue, Suite 905 Boston, MA. 02116 Tel: (617) 536-2506/2527 Fax: (617) 536-8512 cog.boston@maec.es</p> <p>Jurisdiction: ME, MA, NH, RI, VT</p> | <p>Consulate General in Chicago 180 N. Michigan Ave., Suite 1500 Chicago, IL 60601 Tel: (312) 782-4588/4589 Fax: (312) 782-1635 cog.chicago@maec.es</p> <p>Jurisdiction: IL, IN, IO, KS, NE, ND, SD, OH, KY, MI, MN, MO, WI</p> | <p>Consulate General in Houston 1800 Bering Dr., Suite 660 Houston, TX 77057 Tel: (713) 783-6200/05/14 Fax: (713) 783-6166 cog.houston@maec.es</p> <p>Jurisdiction: AL, AR, LA, MI, NM, OK, TX</p> |
| <p>Consulate General in Los Angeles 5055 Wilshire Blvd., Suite 860 Los Angeles, CA 90036 Tel: (323) 938-0158/0166 Fax: (323) 938-2502 cog.losangeles@maec.es</p> <p>Jurisdiction: CA (counties: Imperial, Kern, Los Angeles, Orange, Riverside, Bernardino, San Diego, San Luis Obispo, Barbara y Ventura), AZ, CO, UT</p> | <p>Consulate General in San Francisco 1405 Sutter St. San Francisco, CA 94109 Tel: (415) 922-2995/96 Fax: (415) 931-9706 cog.sanfrancisco@maec.es</p> <p>Jurisdiction: AK, Northern California, HI, ID, MT, NV, OR, WA, WY, US Pacific</p> | <p>Consulate General in New York 150 East 58th Street, 30th & 31st Floors New York, NY 10155 Tef. (212) 355-4080/81/82/85/90 Fax: (212) 644-3751 cog.nuevayork@maec.es</p> <p>Jurisdiction: NY, CT, DE, PA, NJ</p> <p><i>NOTE:</i> NY requires an additional health insurance. Contact your Program Manager if you plan to apply at the NY Consulate.</p> |
| <p>Consulate General in Washington, D.C. 2375 Pennsylvania Ave., N.W. Washington D.C. 20037 Tel: (202) 728-2330 Fax: (202) 728-2302 cog.washington@maec.es Visa Information</p> <p>Jurisdiction: MD, VA, WV, District of Columbia, NC</p> | <p>Consulate General in Miami 2655 Le Jeune Rd., Suite 203 Coral Gables, FL 33134 Tel: (305) 446-5511/12/13 Fax: (305) 446-0585 cog.miami@maec.es Visa Information</p> <p>Jurisdiction: FL, SC, GA</p> | <p>Consulate General in San Juan, Puerto Rico Edificio Mercantil Plaza, Piso 11 Oficina 1101 Av.Ponce de León s/n Hato Rey - Puerto Rico 00918 Tel: (787) 758-6090/6142/6279 Fax: (787) 763 01 90 Cog.SanJuandePuertoRico@maec.es</p> <p>Jurisdiction: PR, Islas de Culebra y Vieques, Virgin Islands</p> |

What do I need to submit for my Spanish visa application?

The instructions vary per Consulate, so you should **refer to the Spanish Consulate's website under whose jurisdiction you belong** for exact details. However, you can find general tips for some of the items below:

1. **National Visa Application Form (found on your pre-departure page):** Complete the form online (or you can complete by hand) and then print double-sided. After printing, sign and date the form by hand on the last page. The form should be completed in English and must be signed where indicated. Please refer to our sample application form on your pre-departure page while completing the form. Staple your application form once complete in the upper left corner.
2. **Physical passport & one photocopy of the ID and signature page:** Your passport must be valid for **at least 3-6 months** following the end of the program. Make sure your passport is centered on the page when making the scan. It can be in color or black/white, but it cannot be blurry.
 - a. Before submitting your passport to the consulate, **make a scanned copy for your records and upload a scan to the google form & your [study abroad portal](#)**; you almost certainly will need your passport information while your passport is at the consulate, and the Madrid staff need a scan of your passport by mid-fall so that they can apply for your transportation card in advance.
 - b. If you need your passport for any reason during the next few months, please email your Program Manager immediately.
3. **Letters of acceptance as a full-time student from Spain's University/School or US program:** You will be receiving a letter of acceptance in Spanish and a letter of acceptance in English from our office once you have completed the google form (found on your pre-departure page). **You will be sent these letters via email the week of Oct 16-20.** If you have secured a visa appointment for earlier, contact your Program Manager immediately so that your letters can be prepared in advance. Note, this does take some time, so you must give advance notice.
4. **One color passport photograph with white background:** This must be an official passport-style photo **on photo paper** that you can get at a CVS, Walgreens, Fedex, or UPS store. Make sure your full head is showing, from the top of your head to the bottom of your chin. Some consulates require two photos. Refer to your Consulate's instructions.
5. **Money order for visa processing fee:** The processing fee is \$160 for U.S. citizens and \$80 for other nationalities. Citizens of Canada, the United Kingdom, and Australia should refer to the consulate's website for fee information. The Consulate only accepts money orders (not personal checks or bank checks), payable to the **CONSULADO GENERAL DE ESPAÑA**.
 - a. Please print your name on your money order exactly how it is written on your passport on the signature line.
 - b. If there is a "memo" line, you can write "Student visa"
 - c. If there is an "address" line, please put your current address.



- d. Do **not** endorse or write on the back of the money order
 - e. You can buy a money order at a bank, credit union, convenience store, US Postal service, grocery store or pharmacy.
 - f. Keep the receipt!
6. **Immigration documents (for non-US citizens only):** If you are not a citizen of the United States, you must submit either the original and one photocopy of:
- a. Your green card or
 - b. Your student visa and I-20 form, F-1, H-1, etc.

Your original documents will be returned to you following the appointment. At the moment of the submission of your application, you must have a valid U.S. visa to return to the United States following the conclusion of your program.

***There might be additional documents or forms required, depending on which consulate you will be going to in order to submit your visa application. Please make sure to check the local consulate website to confirm the necessary application materials and let Liz know which consulate you are applying to.**

Although BU Study Abroad will support you during the visa application process, we are NOT a visa processing agency. It is the student's responsibility to verify the visa process and requirements at the Spanish Consulate in their jurisdiction, and to secure their student visa prior to their departure.