

RESEARCHER VISA CHECKLIST

Name Applicant :	D VISA (RESEARCHER)
Passport Number :	
Date Apply :	

Document Required	Requirement	YES	NO	Reason
1. Visa Application Form	Fully filled and signed by the applicant.			
	For minors: Signed by both parents or legal guardian.			
2. Photograph	One recent passport-size color photo (white background)			
3. Passport	Valid for at least 1 year			
4. Residence Authorization for Research	Original + photocopy			
	Issued by UGECE – Spain			
	Mandatory before visa application			
5. Police Clearance Certificate	Each family member accompanying the researcher must submit a Residence Applicants 18+			
	Original and copy			
	Apostilled/legalized			
	Translated to Spanish			
	Issued by BAINTELKAM Jakarta (Indonesian applicants)			
	Additional clearance if residing >6 months in other countries in the last 5 years.			
6. Responsible Declaration	Declaration of no criminal record (last 5 years)			
7. Proof of legal residence in the consular demar	Indonesian KTP and KARTA KELUARGA			
	Foreigners: KITAS or KITAP			
8. Proof of Representative's Identity & Capacity	If submitted by a representative: Power of attorney + representative's ID			
	If minor: Copies of parents' ID/passport + proof of relationship			
9. Payment of visa fee				
10. ADDITIONAL DOCUMENTS FOR FAMILY MEMBER (IF APPLICABLE)				
10.1. Application documents for each family member				
10.2. Proof of family relationship	Marriage certificate / birth certificate / registered or unregistered partnership proof			
	Apostilled + Spanish translation			
10.3. Proof of financial dependency	Documents proving financial dependence (Children/Parents)			

BLS Staff, Name and sign

Name & Sign of the Applicant
/Authorized representative