



STUDY VISA

MAY 2025

OVERVIEW

Visa for studies, student mobilities, voluntary services, or training activities, when such activities are to be carried out for a period exceeding 90 days, falling within the following:

Categories:

- 1.- Higher education studies. (University, etc.)
- 2.- Upper secondary education post-compulsory level/*Educación secundaria Postobligatoria..(Bachillerato, etc.)*
- 3.- Mobility programs for students enrolled in lower or upper secondary education.
- 4.- Voluntary or community service activities.
- 5.- Educational and training activities, including:
 - Participation as language assistants (*Programas de auxiliares de conversación*);
 - Studies in Spanish or Spanish co-official languages;
 - Preparatory courses for competitive examinations granting access to specialized healthcare training programs;
 - Programs leading to professional qualifications or licenses;
 - Recognized professional certification programs.

Age Requirements

Please note that the age requirements must be complied when submitting the visa application.

- In the case of higher education studies, the foreign national must have a minimum age of seventeen years of age.
- In the case of Upper secondary education post-compulsory level/*Educación secundaria Postobligatoria* and training activities, the individual must be over eighteen years of age.
- For mobility programs at the level of compulsory or post-compulsory secondary education, the individual must meet the age requirements established by the applicable education regulations for participation in such programs.
- In the case of volunteering, the minimum age shall be that established under the relevant sectoral legislation in force.



Family members

Family members can only apply for the visa once the student visa is granted. It is not allowed to submit the visa applications at the same time as the student.

Family members are eligible for student's family visa **ONLY if the student is enrolled exclusively in either higher education studies or specialized healthcare training programs.**

The following family members may obtain a visa to accompany the student:

- a) The spouse, common law partner, unregistered common law partner of the holder of the long-term residence permit for study purposes. unregistered common law partner is understood as a person who can provide 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.
- b) Unmarried minor children or those who have not formed their own family unit, of the holder of the long-term residence permit for study purposes or of their spouse, registered partner, or stable partner.
- c) Unmarried adult children or those who have not formed their own family unit, of the holder of the long-term residence permit for study purposes, or of their spouse, registered partner, or stable partner who require specific and personalized support due to disability or illness.

For Studies of up to 90 days, national study visa is not required. Depending on the applicant's nationality, a Schengen visa may be applied.



GENERAL INFORMATION

The application must be submitted **between two months** and up to 6 months prior to the starting date of the intended activities or studies, unless the enrolment or registration procedure requires a shorter period, in which case the applicant must provide appropriate justification.

The application must be submitted in person or by a duly accredited representative at the BLS Visa Application Center for Spain in Jakarta. The representative must provide proof of his/her identity through an original passport or identity document and provide an authorization letter signed by the applicant.

More information and appointments at:

<https://idn.blsspainvisa.com/>

Applications from residents in Indonesia and Timor Leste will be accepted. Residents in other countries must apply for their visas at their country of residence.

All original documents submitted must be accompanied by its copies. At the end of the procedure, original documents will be returned to the applicant and the copies will be kept with the file at the Embassy.

NOTE: All documents in a foreign language must be translated to Spanish.

You may find a sworn translator in Spain here:

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

The translations made by a sworn translator in Spain do not need to be legalized. In case the translation is made by other translators, it must be legalized by the Embassy/Consulate of Spain in the country where the document was issued.

Documents translated from Bahasa Indonesia to Spanish must be legalized by the Embassy of Spain in Jakarta. Legalization fees will be applied. (More information at emb.yakarta.sc@mae.es)

If considered necessary, the Consular Office may request additional documents or data and may also ask the applicant to come in for a personal interview. **Please check that complete contact details provided in the application form are correct and accurate.**

No information will be provided about the status of the visa before the process has come to an end.

IMPORTANT :

The complete processing time may take up to 1 (one) month since the application is received in the Consular Office.

When the Visa is issued, the passport **must be collected by the applicant at the Embassy of Spain**. For minors, the visa should be collected by one of the parents/legal guardian. It is highly recommended not to purchase the travel tickets until you receive your visa.



DOCUMENTS REQUIRED IN ORDER TO APPLY FOR STUDY VISA WITH THE EMBASY OF SPAIN IN JAKARTA

1. National Visa application form.

The visa application form must be dully filled and signed by the applicant. In case of minor applicants, it is mandatory that the application form be signed by parental authority or legal guardian.

2. Proof of residence in the consular demarcation.

Indonesian KTP and KARTU KELUARGA or in case of foreigners KITAS or KITAP.

3. Passport.

A valid passport recognized as such by Spain, **with a minimum validity of one year**.

4. Photocopy of the relevant information page of the passport.

5. Photograph.

One recent (taken within the last 6 months to reflect your current appearance) color photograph, passport-size, printed on matte/glossy paper, with a white background, facing forward, without dark or reflective glasses nor any garments concealing the applicant's full feature of the face.

Glued or clipped (not stapled) onto visa application form.

6. Police Clearance Certificate.

For visas of less than 145 days, a Police Clearance Certificate is not required.

Applicants of legal age (18 years old and older) must submit the original and a photocopy of their Police Clearance issued by their country or countries of residence for the past 5 years.

Once this document has been issued, it must be:

- First: Apostilled/Legalized

In case of Indonesian Police Record:

The Embassy of Spain will only accept Indonesian Police records issued by the "Badan Intelijen Keamanan" (BAINTELKAM) in Jakarta (address: JL.



Trunoyo 3 – Kebayoran Baru – Jakarta 12110) in Indonesian and English languages.

The Embassy will not admit neither legalize Indonesian Police records issued by organizations other than the abovementioned.

Once the Indonesian Police Record has been issued, it must have the Apostille of La Hague issued by the Ministry of Law and Human Rights (KEMENKUMHAM).

In case of Timor Leste Police Record:

It must be legalized first by the Ministry of Justice of Timor Leste, then by the Ministry of Foreign Affairs of Timor Leste, and finally by the Embassy of Spain in Jakarta.

- Second: All the documents must be translated to Spanish.

If the applicant has spent more than 6 months (more than 180 days) during the last 5 years in another country (outside the Indonesia, Timor Leste or Spain), an additional Police Clearance Certificate from every country of residence must be provided. The Police Clearance Certificate must be authenticated with the The Hague Apostille, unless it is issued by an EU member state. The Police Clearance Certificate issued by an EU authority does not need to be apostilled in order to be accepted. If the country in which the applicant has lived in the past 5 years does not subscribe to The Hague Convention of 1961, the Police Clearance Certificate must be authenticated by the Ministry of Foreign Affairs of the issuing country and then by the Consulate of Spain in this country. The Police Clearance Certificate must be accompanied by an official translation into Spanish (if the original is not written in Spanish).

Please submit an original of all documents and its copies: Police Clearance Certificate, Apostille and official translation.

7.- Medical Certificate.

Original and the copy of a Medical Certificate confirming that the applicant does not suffer from any disease that could cause serious repercussions for public health pursuant to the 2005 International Health Regulations.

- 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.



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.

8.- Health insurance.

Original and a copy of the Certificate accrediting the public or private health insurance contracted with an insurance entity authorized to operate in Spain. The insurance company must be registered in the list of insurance and reinsurance companies of the Directorate General of Insurance and Pension Funds of the Ministry of Industry, Trade and Tourism:

(<https://dgsfp.mineco.gob.es/es/Entidades/Paginas/rrpp.aspx>).

It must cover at least all the preventive, diagnostic, treatment and rehabilitation assistance activities that are carried out in health centers or socio-health centers, as well as urgent health transport.

The health insurance must not have a deficiency, copayment, or coverage limit; that is, it must cover 100% of the Medical, hospital, and out-of-hospital expenses.

If the applicant is participating in a volunteer program, in addition to the Medical insurance, they must provide a copy of the civil liability insurance policy taken out by the organization.

9. 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 written in Spanish and 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.



10. Proof of financial means.

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.

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.

The IPREM IN 2025: 600 € /month, 7.200 €/year.

Documents to be submitted are as follows:

Original and copy of bank Certificate and updated bank statement/bank book for the last 12 months (including the address and telephone number and email of the bank) duly stamped and signed by the bank.

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.

b) In case of sponsorship:

- Birth Certificate proving the relationship with the sponsor must be apostille and translated into Spanish.
- Declaration of sponsorship must be done by Notary and duly apostille and translated into Spanish
- 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.

11. Letter of employment or, if the applicant is still studying, letter from the school/university.

12. Proof of the representative's identity and capacity.

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.



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.

13. STUDENT VISA FOR MINORS (UNDER 18 YEARS).

In addition to the documents detailed above (requirements 1 to 12), the following documents must also be submitted:

13.1. Original birth Certificate of the minor dully apostilled and translated into Spanish. If the country that issued the birth Certificate does not subscribe to The Hague Convention of 1961, the birth Certificate must be authenticated by the Ministry of Foreign Affairs of the issuing country and then by the Consulate of Spain in this country. Birth Certificate must be accompanied by an official translation into Spanish (if the original is not written in Spanish).

13.2 Notarized Copies of parents IDs/passports.

13.3 An authorization letter signed by both parents or legal guardians, witnessed by an officer at the Embassy of Spain in Jakarta, 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.

13.4 Letter from the school with the information of the person or persons responsible and in charge in Spain.

13.5 Notarized declaration of the person or persons taking care of the minor in Spain

13.6 Notarized 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.

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 (*Datos del Registro Central de Delincuentes Sexuales*). <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](https://www.mjusticia.gob.es/es/Ciudadano/TramitesGestiones/Documents/1292428513701-Modelo%20de%20autorizacion.PDF)



14. Required documents for family members

The following required documents must be submitted for each family member accompanying the student:

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):
 - For married couples: Marriage Certificate authenticated with the Hague Apostille and translated into Spanish
 - Common law partner: Certificate authenticated with the Hague Apostille and translated into Spanish.
 - Unregistered common law partner. 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 authenticated with the Hague Apostille and translated into Spanish
 - For children of divorced parents: The final divorce and custody filings for the minor authenticated with the Hague Apostille and translated into Spanish.

Note: Document issued by government authorities of countries that do not subscribe to The Hague Convention of 1961 must be authenticated by the Ministry of Foreign Affairs of the issuing country and then by the Consulate of Spain in said country.

15. Payment of fees.

Visa fee is 1 510 000 IDR

Note that in order to grant the visa the applicant must comply with all the requirements.

THE CONSULAR ADMINISTRATION HAS FULL AUTHORITY TO EVALUATE AND REQUEST MORE DOCUMENTS THAN THOSE SUBMITTED BY THE APPLICANT. THE LATTER IS HEREBY INFORMED THAT SUBMITTING THE AFOREMENTIONED DOCUMENTS DOES NOT GUARANTEE AUTOMATIC ISSUANCE OF A VISA.



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 has renounced 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.