



# Application for a National Visa

This application form is free

Glue a passport-size photo here. Must be an official passport-size photo with white background on photo paper.

1. Surname (s) <sup>1</sup> ex: <b>Smith-Jones</b>			Must match last name(s) on your passport		
2. Surname(s) at birth (previous surname(s)) <sup>2</sup> Leave blank unless you have previously had a different last name					
3. Forename(s) <sup>3</sup> ex: <b>Jane Annabel</b>			Must match first and middle name(s) on your passport		
4. Date of birth (day-month-year) ex: <b>23-Oct-1996</b>		5. Place of birth ex: <b>Boston, Massachusetts</b>		7. Current nationality ex: <b>United States</b>	
		6. Country of birth ex: <b>United States</b>		Nationality at birth, if different: Leave blank unless applicable	
8. Sex <input checked="" type="checkbox"/> Male <input type="checkbox"/> Female		9. Marital status <input checked="" type="checkbox"/> Single/a <input type="checkbox"/> Married <input type="checkbox"/> Separated <input type="checkbox"/> Others (please specify)		Check the appropriate box	
10. For minors: surname(s), forename(s), address (if different from that of applicant) and nationality of person who exercises parental responsibility or legal guardian Leave blank					
11. Spanish National Identity Document Number, where applicable Leave blank					
12. Type of travel document <input checked="" type="checkbox"/> Ordinary passport <input type="checkbox"/> Diplomatic passport <input type="checkbox"/> Service passport <input type="checkbox"/> Official passport <input type="checkbox"/> Other travel document (please specify)					
13. Number of travel document ex: <b>123456789</b>		14. Date of issue ex: <b>21-Aug-2012</b>		15. Valid until ex: <b>20-Aug-2022</b>	
		16. Issued by ex: <b>US Dept. of State</b>			
17. Postal and e-mail address of applicant ex: <b>20 Cottontail Trail Springfield, MA 02215, USA ex: jasmithjones@email.com</b>			Telephone number(s) ex: <b>(555) 555-1221 (555) 555-2112</b>		
country other than the country of current nationality Leave blank, unless applicable					
* 19. Current Profession <b>Student</b>					

FOR OFFICIAL USE ONLY

Leave blank

Date of birth: \_\_\_\_\_

Visa application number: \_\_\_\_\_

File processed by: \_\_\_\_\_

Documents presented:  
 Travel document  
 Government authorisation  
 Request for government authorisation  
 Means of livelihood  
 Proof of accommodation  
 Medical certificate  
 Criminal record certificate  
 Travel medical insurance  
 Note verbale  
 Others: \_\_\_\_\_

Decision on visa:  
 Refused  
 Issued:  
 Valid from .....  
 until .....  
 Number of entries:  
 One  Two  Over Two  
 Number of days: \_\_\_\_\_

Use your permanent address and contact info, regardless of whether it is in the jurisdiction of the Consulate at which you are applying

1 To be completed according to data which appears in travel document.  
 2 To be completed according to data which appears in travel document.  
 3 To be completed according to data which appears in travel document.

20. Principal purpose of journey:	
<input type="checkbox"/> Residence without work permit <input type="checkbox"/> Residence – Family reunion <input type="checkbox"/> Residence – Employee <input type="checkbox"/> Residence – Self-employed	<input type="checkbox"/> Residence – Temporary <input checked="" type="checkbox"/> Studies <input type="checkbox"/> Research (within a research centre) <input type="checkbox"/> Accreditation
<i>Check the box for studies</i>	
21. Date of intended entry into Spain <b>XX-Sept-2015</b>	22. Number of entries requested: <input type="checkbox"/> one <input type="checkbox"/> two <input checked="" type="checkbox"/> more than two
<i>Use the date you plan to enter Spain</i>	
<i>Check the box for "more than two"</i>	
23. Postal address of applicant in Spain	
<b>Boston University in Madrid – International Institute of Spain</b> <b>C/ Miguel Ángel 8, 28010, Madrid</b>	
24. Spanish Foreign National Identity Number (NIE)	25.- Date of notification of decision issued by competent body for non-nationals
<b>26. Data of the individual resident in Spain in case of applying for a residence visa for family reunion</b>	
Surname (Family name) and first name(s) (Given name(s)) of the resident individual in Spain	
<i>Leave blank</i>	
Family relationship (of the applicant with the individual resident) <input type="checkbox"/> Spouse <input type="checkbox"/> Registered partner <input type="checkbox"/> Child (of the individual resident or the spouse)	<input type="checkbox"/> Ascending line of the individual resident <input type="checkbox"/> Individual resident holds the parental responsibility
Date of birth	Nationality
Individual resident's address in Spain	
Individual resident's telephone	
Individual resident's e-mail address	
<b>27. Data of the employer or the company in case of applying for a residence visa for employees, self-employed or temporary work</b>	
Surname (Family name) and first name(s) (Given name(s)) of the employer or name of the company and surname (Family name) and first name(s) (Given name(s)) of the contact person in the company	
Employer or company's address	
Employer or company's telephone	
Employer or company's e-mail address	
Spanish Alien's Identity Number (NIE) or number of the Spanish National Identity Card (DNI) of the employer or of the contact person in the company	
Company's Spanish Tax Identification Code (CIF)	

4 Essential when a decision has been previously issued by competent body for non-nationals in which applicant has received authorisation to reside or work

5 Essential when a decision has been previously issued by competent body for non-nationals in which applicant has received authorisation to reside or work

<b>28. Data of the educational establishment or research centre in case of applying for a student or research visa</b>	
Name of educational establishment or research centre <b>Boston University in Madrid – Amalia Perez-Juez</b>	
Postal address of educational establishment or research centre <b>Miguel Ángel 8, 28010, Madrid</b>	Telephone number of educational establishment or research centre <b>34-91-319-1458</b>
	E-mail address of educational establishment or research centre <b>amaliapj@bu.edu</b>
Intended starting date for study or research <b>XX-Sept-2015</b>	Intended finishing date for study or research <b>18-Dec-2015</b>
<p>Use your program's start date: <b>Science: 5-Sept-2015</b></p> <p><b>Span. Studies &amp; Internship: 10-Sept-2015</b></p>	
<p>Use this name, address, phone, and email exactly as it is written here</p>	
<p>Use the program's end date</p>	
<p>Temporary stay of children with the purpose of studying in Spain within the framework of a program of a Public Administration, a non-profit organization, a university or other establishment for legal guardians:</p>	
<p>Family name and first name(s) (Given name(s) of the contact person)</p> <p><i>Leave blank</i></p>	
<p>Address of the person responsible or organization</p>	
<p>E-mail address of the person responsible or organization</p>	
<p>Spanish Alien's Identity Number (NIE) or number of the Spanish National Identity Card (DNI) of the person responsible or of the contact person in the organization</p>	
<p>I am aware of and consent to the following: the collection of the data required by this application form and the taking of my photograph are obligatory for the visa application to be examined. Any personal data concerning me which appears on the visa application form, as well as my photograph, will be supplied to the relevant authorities and processed by those authorities for the purposes of deciding on my visa application. Such data as well as the decision taken on my application will be entered into and stored in a database. The authority responsible for its processing is the Consular Post at which the visa application was submitted. Data shall be accessible to those authorities competent to carry out checks on visas at external borders and in Spain, immigration and asylum authorities for the purposes of verifying whether the conditions for the legal entry, stay and residence in the territory of Spain are fulfilled, for identifying persons who do not or who no longer fulfil these conditions, for examining asylum applications and for determining responsibility for such examination.</p>	
<p>I am aware that I may exercise my rights of access, rectification, opposition and deletion of my personal data, pursuant to the provisions of Organic Law 15/1999, of 13 December, on Protection of Personal Data, by writing to: Dirección General de Asuntos y Asistencia Consulares del Ministerio de Asunto Exteriores y de Cooperación; calle Ruiz de Alarcón 5, 28071 Madrid.</p>	

I declare that to the best of my knowledge and belief all particulars supplied by me are correct and complete. I am aware that any false statements shall lead to my application being refused or to the annulment of a visa already granted.

I am aware that once the visa request has been submitted, a copy of this form, stamped to indicate the date and place of reception, shall be returned to the applicant and that arrangements may be made with the applicant as to the channel for requesting corrections or the supply of documents or certificates required, as well as for serving notice of summons and for notifying him/her of the decision adopted.

Notices and requests shall be made by telephone or fax to the contact number provided by the interested party or his legal representative. If these go unanswered, they shall be served in writing to the domicile set out in the application, which must be located within the consular district.

Summons and requests served must be complied with within a period not exceeding ten days, unless personal attendance is required, in which case the deadline is fifteen days.

Once all the possibilities of serving a notice have been exhausted, it shall be carried out by means of an announcement posted on the relevant notice board of the Consular Post for ten days.

If no reply is received to a request or summons within the time period, the applicant shall be deemed to have withdrawn his/her request and he/she shall be notified of the decision establishing this to be the case.

Decisions on a visa application shall be notified within a maximum period of one month, which cannot be extended, counting from the day following the date the application was submitted at the competent Consular Post for processing, except in the case of residence visas without work permit in which case the maximum period shall be three months. In this latter case, the application for the relevant residence authorisation which must be issued by the corresponding Government Department Office or Provincial Government Office shall put a hold on this time period until this authorisation is notified to the Consular Post.

Once the visa is granted it must be collected within a month, unless it is a visa for a family reunion or a visa for study purposes; in these cases, the period for collection is two months. If a visa is not collected within the aforesaid periods, the applicant shall be deemed to have renounced the visa granted and the application and accompanying documentation will be archived.

**I am aware that the visa fee is not refundable if the visa is refused**

27. Place and date

ex: 15-April-2015  
ex: Boston, Massachusetts

28. Signature (for minors, signature of person exercising parent responsibility or legal guardian)



*Write the date you signed this document and the city and state where you signed it.*

*Don't forget to sign!*