

Student's Guide

2022

ESPAÑOL
 ESPAÑA
fedele.org



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INTRODUCTION

FEDELE Spanish in Spain, is the Spanish Federation of Associations of Spanish Schools for Foreigners, made up of six associations, which together include a hundred Spanish schools as a foreign language.

Since 1999, FEDELE's main objective has been to promote a status of quality and professionalism among companies in the Spanish language teaching sector in Spain with a common goal: to offer a quality linguistic and cultural immersion experience to students from all over the world.

Spanish students in Spain will have the opportunity to study Spanish in a center with quality guarantees, since all of them meet the legal requirements to develop the activity of teaching Spanish, as they are accredited centers by the Instituto Cervantes. This adds value to these centers by signing an accreditation contract with the institution, for which they have had to obtain a favorable evaluation that accredits compliance with the established technical-academic criteria and the legal requirements needed to be able to carry out the activity in the sector.

In order to obtain the favorable evaluation, the centers must undergo exhaustive and periodic evaluations of their compliance with the requirements and conditions of the Instituto Cervantes Accreditation System for the different areas of their activity (academic activity and teaching quality, facilities and equipment, administrative organization, and information and publicity).

In addition, many of our schools offer the opportunity to prepare for the DELE (Spanish as a Foreign Language Diploma) at the school itself or at another FEDELE testing center in your area, which will allow you to finish your experience with a certified diploma.



1. Study Visa

1.1. What is a study Visa

Spain is characterized for being an ideal destination to carry out a complete linguistic immersion. That is why most Spanish students decide to learn the language visiting our country and experiencing our culture and learning the language within the country itself.

If you are one of these students, you may need to apply for a student visa, which will allow you to stay in Spain for a certain period of time, in order to take a course **at an authorized educational institution in Spain, in a full-time program** (at least 20 classroom hours per week) leading to **a certificate of studies**.

It is worth mentioning that not all students have to apply for a visa. We can distinguish 3 groups:

**< 90
days**

If you are from a country whose nationals are exempt from visa requirements, you do not need to apply for a study visa. However, if you are a national of a country that requires a visa to cross foreign borders, you must apply for a visa.

You can check the list by clicking on the following button:

CONSULT THE LIST

**> 90
days**

On this occasion it is mandatory to apply for the study visa at the Embassy or Consulate nearest to your residence. To do so, the visa application must be submitted together with the corresponding fee and a series of documents that we will detail in this document.

**>180
days**

If your stay is longer than six months, in addition to applying for the corresponding visa, you must apply in person for a foreigner's identity card within one month of entering Spain, at the corresponding Immigration Office or Police Station.

You can find more information about the foreigner's identity card (TIE) at the following link:

MORE INFORMATION

*This section may be affected due to the criteria established for the enforcement of a temporary restriction on non-essential flights from third countries to the European Union and Schengen associated countries for public order and public health reasons due to the COVID-19 crisis.

The school can give you additional information on this aspect.



1. Study Visa

1.2. How to correctly apply for my student visa

VISA APPLICATION PROCESS

The visa application must be submitted in person or through a legal representative at the Spanish diplomatic embassy or consular office where you live, using the official form available to those interested in applying for a visa.

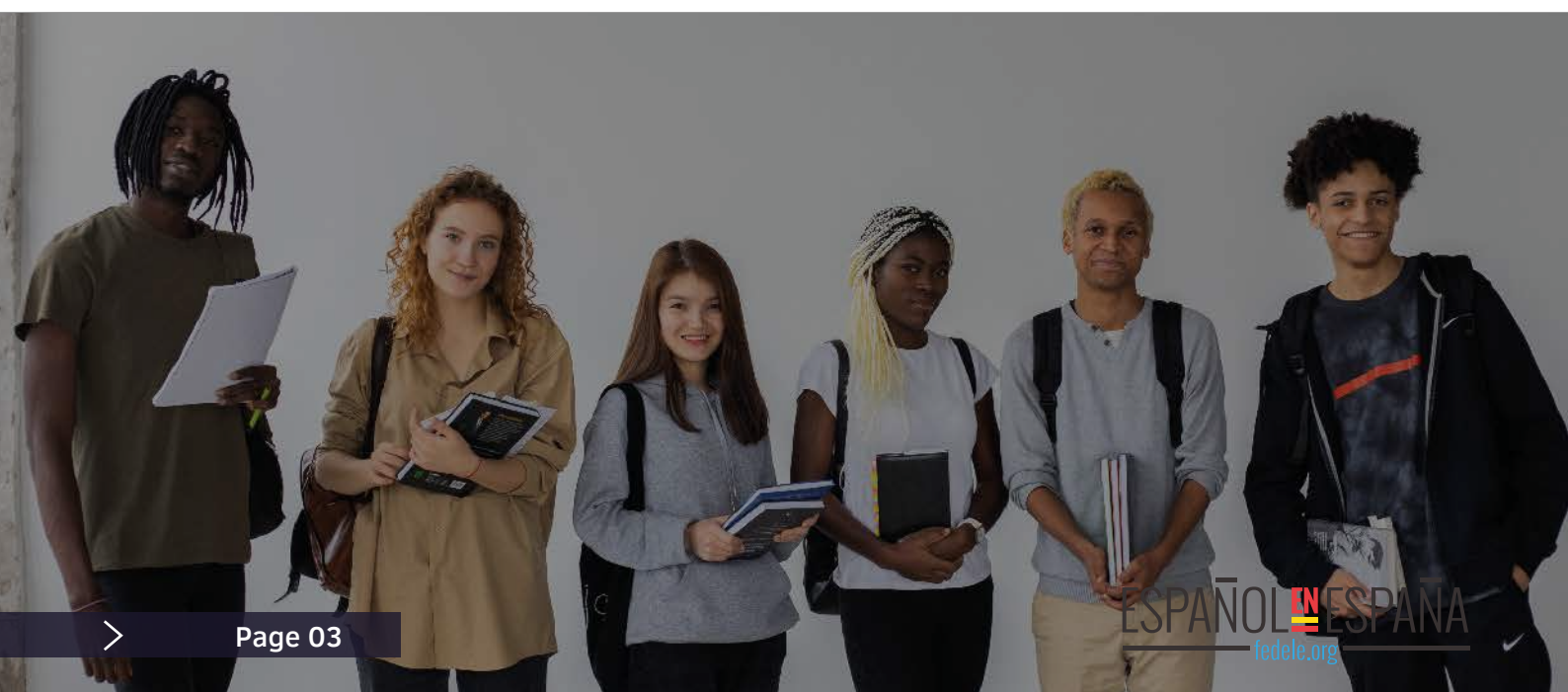
Once the application has been submitted along with the required documentation, the diplomatic embassy or consular office will be responsible for issuing the corresponding visa, except in the exceptional cases that are contemplated by law or in those cases in which the Spanish State, in agreement with the Community law on the issue, has agreed its representation with another Member State of the European Union in terms of travel or residence visas.

During the visa application process, the diplomatic or consular office may request your appearance and, when considered necessary, hold a personal interview to verify your identity, the validity of the documentation provided and the veracity of the purpose of the visa application. If the applicant fails to appear, unless there is a well-founded cause, within the specified period (no more than 15 days), the procedure may be dismissed.

The maximum period for resolving long-stay visa applications is **one month from the date on which the application was filed**. Once this period has passed without an express answer from the Administration, it may be understood that the application has been rejected due to administrative silence.

DOCUMENTATION YOU NEED TO SUBMIT

Together with the visa application, you must submit a series of documents to prove and justify that you meet the requirements established in the Spanish Royal Decree 557/2011, of April 20, 2011. These documents are:



1. Study Visa

1.2. How to correctly apply for my student visa



DOCUMENTATION YOU NEED TO SUBMIT

- Visa application form properly filled out.
- Receipt of the payment of the visa processing fee.
- Color, passport size and white background photographs.
- Full and valid passport or travel document, recognized as valid in Spain, and valid for at least the period for which the stay is requested.
- Documentation proving the purpose of the stay (letter of admission). This document will be provided by the school.
- Health insurance policy arranged with an insurance company authorized to operate in Spain covering the entire period of stay in Spain, in other words, the entire period of the course for which the visa is requested.
- Generally for stays of more than 180 days, letter or certificate of criminal record for applicants over the legal age, showing no criminal record in the countries of residence during the last five years, for crimes under Spanish law.
- Accommodation certificate for the duration of the studies.
- For stays longer than six months, it is also required not to suffer from any of the diseases that may have serious public health repercussions. .
- Documents that justify the availability of financial means necessary to cover the costs of the stay and return to their country. If the applicant is economically dependent, the documentation will be the relative's and must be notarized and duly apostilled.

IMPORTANT: Each country has a series of specific requirements, so we recommend you to consult the website of the Spanish consulate located in your city through this link:

CONSULT THE LIST

1. Study Visa

1.2. How to correctly apply for my student visa



IMPORTANT ISSUES TO CONSIDER

COURSE ATTENDANCE

It is an essential prerequisite to **attend classes** during the time you have booked the course. Therefore, you must attend **100% of the classes**.

PROOF OF FINANCIAL SUPPORT

For the sustainability of expenses, it is necessary that you have a monthly sum of **100% of the IPREM**, unless you can prove that you have paid in advance for accommodation for the entire duration of the stay. For 2022, this amount corresponds to **€579,02/month**.

The IPREM, Spanish acronym for Indicador Público de Renta de Efectos Múltiples, is the Spanish reference index for the income-based allocation of benefits and subsidies, as well as for the granting of other issues that require an economic index to be processed.

The supporting documents must be properly authorized by the bank and/or public notary (depending on the country). In addition, if you are economically dependent, the documentation must be from a relative and must be notarized and duly apostilled. Some of the documents to submit are bank statements for the last 3 months and payslips or equivalent document. **Original and photocopy must be presented.**

DURATION OF THE VISA

The validity of the authorization will be valid throughout the duration of the course for which you are enrolled. The authorization may be extended if you demonstrate that you continue to meet the requirements for the issuance of the initial authorization and that you meet the requirements demanded by the educational institution and the completion of the studies has been verified.

ACCREDITATION OF LODGING

In case you stay in any type of accommodation owned by the school, it is necessary to request an accreditation detailing the contracted period, which must be the same as the period of the course.

If, on the other hand, you are staying in an external accommodation, you must request this accreditation from the establishment or individual with whom you have made the reservation. In the case of individuals, you must also provide a photocopy of the national identity card of the owner.

1. Study Visa

1.3. Resolution of the application

Once the diplomatic or consular office handles the application, you will be notified when the procedure is complete and you will be required to:

- If the visa is issued, you must personally pick up your passport at the corresponding diplomatic or consular office within **one month of notification of the issuance** and you must verify, before leaving the consular office, that there is no error in the visa data and that the visa is stamped.
- In case of visa denial, you will be notified and informed that you may file a contentious-administrative appeal at the Superior Court of Justice of Madrid within two months from the date of notification or, alternatively, an appeal for reconsideration at the same diplomatic or consular office within **one month from the date of notification of the denial**.

After obtaining the resolution and in case of denial, **contact the center immediately con el centro** o inform them of the status of the application and they will inform you how to proceed.

VISA ISSUED

01

You must personally pick up your passport and visa within one month.



02

Verify that there are no errors in the visa data and that it is stamped.



VISA DENIED

01

You are notified of the status of your



02

File an appeal for reconsideration within one month from the date of notification.





1. Study Visa

1.3. Resolution of the application

HOW TO DEAL WITH A DENIAL: TYPES OF APPEALS

After obtaining the denial of the requested visa and informing the center about the status, you will have two options to appeal the decision:

APPEAL FOR RECONSIDERATION

This is an administrative appeal of an optional nature that is filed against administrative acts of the Public Administrations that exhaust the administrative channel, being regulated in Law 39/2015, of October 1, 2015, of the Common Administrative Procedure of the Public Administrations (LPACAP).

This type of appeal is prior and optional to the contentious-administrative appeal, which is a judicial proceeding, and must be filed within **one month from the notification of the resolution** and is filed at the same authority that dictated the resolution.

This resource must contain the following sections:

- Name and surname of the appellant, as well as his personal identification.
- The act being appealed and the reason for the challenge.
- Place, date, signature, identification of the means and place for notification purposes.
- Authority, center or administrative unit to which it is addressed.
- Any other particularities required, if applicable, by the specific provisions.

Many of the consulates and embassies have a template appeal on their website, so it is recommended that you check it before you start drafting it.

CONTENTIOUS - ADMINISTRATIVE APPEAL

This is a judicial proceeding filed against general provisions and against express and presumed acts of the Public Administration that terminate the administrative process and must be filed within **two months of notification**.

In the event of a refusal, embassies and consulates always present this option before an appeal for reconsideration. However, we recommend this option to be your last choice, since you will go directly to a judicial proceeding, which implies a greater problem.

In addition, in the case of having filed an appeal for reconsideration, the contentious-administrative appeal may not be filed until it has been expressly resolved or the appeal for reconsideration has been presumptively dismissed.

**Before you file the appeal on your own, contact your center so that they can inform you about the procedure and indicate the allegations that should appear in the appeal.*

2. FEDELE Website

2.1. Visa management

Coming to Spain to study Spanish may not be an easy task. Some students do not know the procedures to be followed to obtain a student visa and do not know how to obtain the appropriate information, which can lead to various problems that can make it impossible to obtain the visa. For that reason, at FEDELE we have decided to provide the most general and important information to make this process as easy as possible for both the student and the school through our web page, so that the information is always updated and in the same place.

[ACCESS THE WEBSITE](#)

Through this section designed exclusively for Spanish as a foreign language students, you will learn about the requirements in a clear and concise way, starting with one of the most important questions: "Do I need a visa to study in Spain? From this point on, you will find out if it is necessary to obtain this document and, if you need it, how to proceed.



In addition to the most frequently asked questions, you will find different sections that will take you to official pages where you can consult the list of countries required and exempt to apply for a visa, information on the foreigner's identity card or how to apply for it, as well as infographic material where you can obtain the information in a more visual way.



3. Other issues

3.1. Frequently asked questions

In this section you will find the most frequently asked questions that other students of Spanish have had about applying for a study visa. This information can help you get a clearer picture of some of the key points to keep in mind:

Can I apply for a study visa to take an online course?

No, since it is necessary to comply with the minimum of 20 hours per week.

What is the amount of money I need to have in order to be accepted for a visa?

As indicated in Article 38 of Royal Decree 557/2011, you must have guaranteed financial means to cover the costs of your stay and return to your country, counting at least monthly with 100% of the IPREM, being €579.02/month in 2022.

Where do I apply for a visa?

You can present the required documentation in person at the Consulate or Embassy nearest you.

How far in advance do I have to apply for a visa?

To make sure you get your visa in time, generally, you can apply at least 31 days before your departure date and documentation will not be accepted more than 120 days before your trip. However, we recommend that you check the website of the Consulate or Embassy in your country.

What is the deadline for resolving the visa application?

The maximum term for resolving long-stay visa applications is one month from the date of filing the application. Once this period has elapsed without an express response from the Administration, it may be understood that the application has been rejected due to administrative silence.

3. Other issues

3.1. Frequently asked questions

What is the deadline for filing an appeal for reconsideration?

You must submit the appeal to the same administration within one month of notification.

How long does it take for the embassy / consulate to give a resolution after submitting the appeal?

The maximum term to issue and notify the resolution of the appeal will be one month. After this period, the administrative silence will be understood as negative, and the resolution will be delivered to you.

What should I do if my appeal is rejected?

In the event that the appeal for reconsideration is rejected, no other appeal of the same nature may be filed. However, two ways of challenging the resolution remain open:

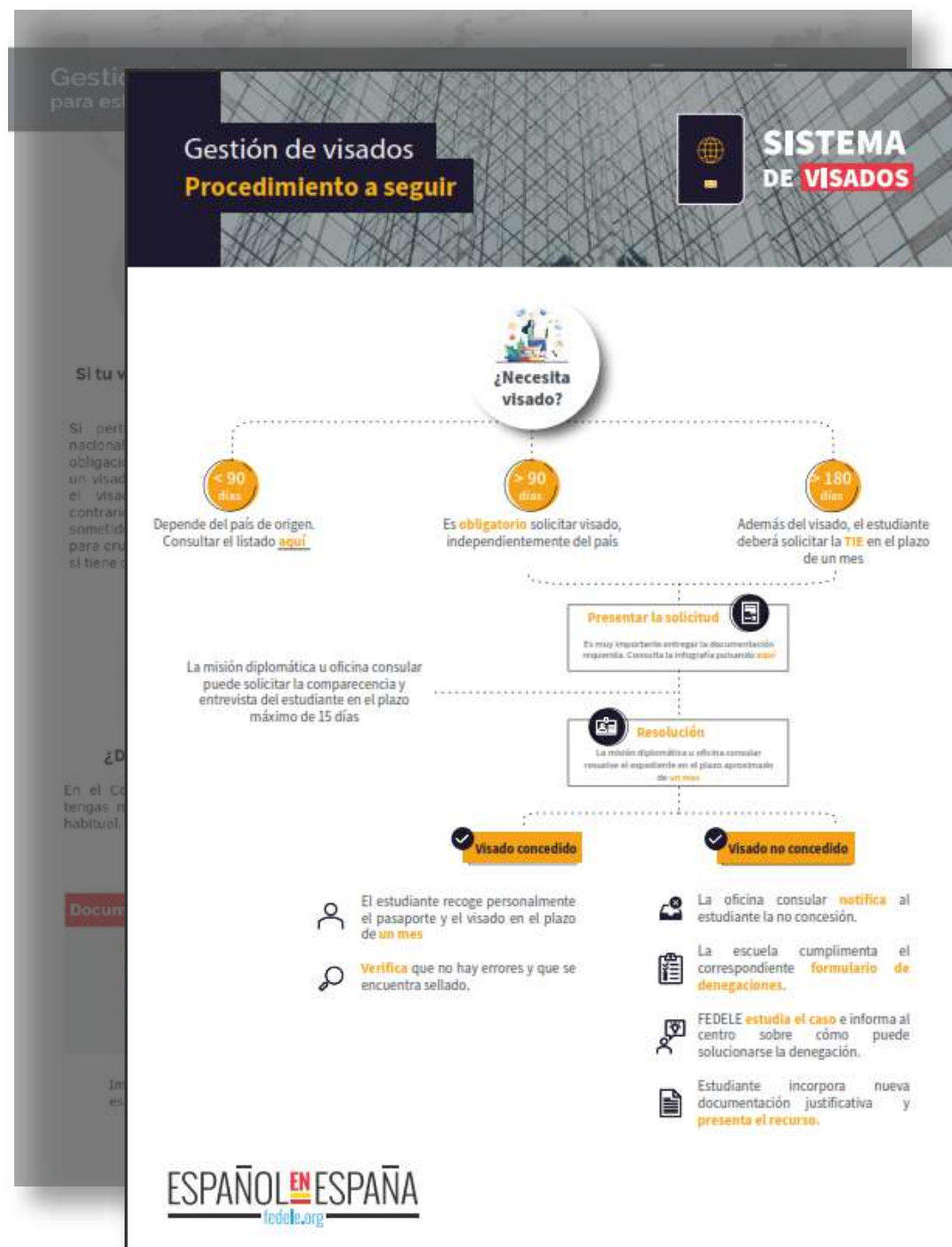
1. First, you may file the extraordinary appeal for reconsideration as long as the circumstances regulated in Article 125 of Law 39/2015 apply. Such requirements are related to the concurrence of erroneous, false or criminal elements at the time of resolving the initial appeal.

2. Secondly, the contentious-administrative route is available. The actions of the Administration are in any case subject to judicial control, so we can always go to court to challenge its acts and resolutions.



3. Other issues

3.2. Visual material



DOWNLOAD INFOGRAPHICS