



GENERAL REQUIREMENTS

1. A Relation: (In original and copy) of the documents that you leave to the consulate.
2. Application form: that will given in the office of CICEX. The form will has to be filled from questions 1 to 18, with the present date , signature of the applicant and telephone number for notifications by Consule. Also it must indicate clearly a direction in Colombia for notifications by mail.
Fill out the form on top of a hard surface with pen. All the pages must be legible.
3. Four (4) Photos pasted to every form.
4. Passport, that does´nt expire before four months. (ORIGINAL AND PHOTOCOPY of the sheet where your picture appears and the sheets where rectifications exist). If the passport has less than three years and substitutes an other, you must present the previous document or, a the D.A.S. certification of with the entries and departures from the country listed from the last five years. If the applicant is a woman and it appears her passport with the maiden name, you must present your BIRTH CERTIFICATE.
5. JUDICIAL HISTORY: (ORIGINAL AND PHOTOCOPY), sealed " TO GO OUT OF THE COUNTRY ", sent by the D.A.S., and legalized before the Department of Foreign Affairs of Colombia. Which must have a date no less than one month to the moment the visa is requested.
6. MEDICAL CERTIFICATE AND RESULTS OF ANALYSIS: (ORIGINAL AND PHOTOCOPY). Done by one of the Medical Centers authorized by the Consule. (ASK FOR DIRECTORY FOR ALL CLINICS).
7. DEFINITIVE ADMISSION: (ORIGINAL AND PHOTOCOPY), to take a course in superior studies in an Official Spanish, public or private Center. You must present accreditation in which shows that the center is legally authorized or recognized by the administration, neither fax nor e-mails are valid. The admissions or pre-enrollments that are conditioned to the fulfillment of the process ARE NOT COST VALID without the accreditation of having fulfilled the same ones. In this case as accreditation of the registration.
8. OFFICIAL DIPLOMA OR CERTIFICATION WITH VALIDATION FROM THE APPLICANT (AUTHENTICATED PHOTOCOPY).
9. PROOF OF HAVING ACCOMMODATION IN SPAIN (ORIGINAL AND AUTHENTICATED PHOTOCOPY).
10. COPY OF THE INTERNATIONAL INSURANCE.
11. ACCREDITATION OF MEANS OF LIVELIHOOD, of the applicant or a relative. If the GUARANTEE is a relative you must prove familiar relation with this person by presenting the necessary birth certificates and notarized documents proving this commitment. The only documents that are valid enough to show economic accreditation are: Income statement, - CDT's and/or saving accounts.

If you present, along with your request for a visa, that of your spouse and children, you must present for each one, documents " 1,2,3,4,5 and 6 ", and a photocopy of your marriage license and birth certificates of your children.

NOTE: In order for the birth cetificates to be valid in Spain, they must be previously legalized by the Superintendant of the Notary and Records, Department of Foreign Affairs and Consule of Spain.

With the presentation of these documents begins the process for the request of the visa, but it does not guarantee that it will be granted. If the visa is approved, the consulate will notify you by the phone number that appears in the request, in the assumption that in the moment of the presentation it is not possible to indicate the results. MEDICAL EXAMINATIONS.

**** The medical certificates are proceeded through COLSANITAS ****

13-90 99 street

Telephone: 6113110

Monday - Friday 5:30 a.m.

Saturday 6:50 a.m. Dr.Salomon Bermudez