All SLU Visa required forms, visa online payment, samples and instructions can be found at studyabroad.slu.edu under Spanish Visa.

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**SLU VISA SERVICE REQUIREMENTS CHECKLIST**

- Complete the nonrefundable deposit of 200 euros

- Complete 2 copies of the National Visa Application form (copies must be completed by the student prior to submission, one sided)

- Submit actual passport: valid for at least 6 months after your study abroad program ends. Once you submit your passport for the SLU Visa Service, you will not have access to it until mid to end of July. Students who need their passports during that time cannot use the SLU Visa Service.

- Two passport style photos: glued to application as indicated (not stapled)

- Two copies of the passport information page (copies must be completed by the student prior to submission)

- Copy of SLU ID (if faded, please include in addition a copy of driver’s/non driver’s license)

- Proof of financial funds (no faxed or scanned copies will be accepted). Submit one of the following:
  - Notarized letter of parents/custodians, assuming full financial responsibility. Please see document titled “Parent Financial Support Sample”. This form must be sign by the parent/guardian completing the form in front of a notary. We cannot accept scanned or faxed copies of this form, only originals OR
  - Proof of financial aid or scholarship of at least 532 euros per month (at least 2128 euros per semester). This statement must be on your Student Financial Services letterhead and must state that the aid can be applied to the Saint Louis University Madrid Campus during the specific term you will be there, no scanned or faxed copies, please submit the original document. If you currently attend Saint Louis University Missouri, and receive the recommended minimum in aid, the Study Abroad Office will obtain this document from Student Financial Services directly for those students using the SLU Visa Service.

- Official Acceptance and Proof of insurance: the Study Abroad office will include these letters in your submitted visa application as long as you have completed the nonrefundable confirmation deposit

- Notarized Visa authorization form

- Visa Information form

- Fee:
  - U.S. Citizens: $235 ($160 consulate fee, $75 visa service fee)
  - Non U.S. Citizens: $140 ($65 consulate fee, $75 visa service fee)

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**Students applying for a visa over 180 days**

- Recent Conviction Information Request Form (from all the States where applicant has lived during the past 5 years) issued by the State department of justice or FBI Background check legalized with the Apostille of the Hague Convention. This can take up to 15 weeks to complete, therefore students should initiate the process as soon as possible.

- Medical certificate: a recent doctor’s statement (not older than 3 months in doctor’s or medical center’s letterhead). Statement indicating that the applicant (identified by Passport’s First and Last name) has been examined and found free of any contagious diseases according to the International Health Regulation 2005’. Signed by a M.D.