

Australian Language Assistants / Visa application summary 2026. For official information visit the website of the consular services in your area			
Topic	Consulate General of Spain in Melbourne Residents in VIC, WA, SA and TAS	Consulate General of Spain in Sydney Residents in QLD, NT and NSW (except Queanbeyan)	Consular Section of the Spanish Embassy in Canberra Residents in the ACT and Queanbeyan (NSW)
Consular services Websites	Study visa and Language Assistants visa application: https://www.exteriores.gob.es/Consulados/melbourne/en/ServiciosConsulares/Paginas/Consular/Visado-de-estudios.aspx	Student visa for Language and Culture Assistants: https://www.exteriores.gob.es/Consulados/sydney/en/ServiciosConsulares/Paginas/Language-and-culture-assistant-visa.aspx	Study visa for Language and Culture Assistants: https://www.exteriores.gob.es/Embajadas/canberra/en/ServiciosConsulares/Paginas/Consular/Study-visa-for-Language-and-Culture-Assistants.aspx
Visa request	Request appointment 3 months in advance of Program start date. The minimum deadline for submitting the application will always be 2 months prior to the start date of the program. Applications submitted after this deadline will not be accepted unless the language assistant can prove a justified reason that prevents them from submitting it within this timeframe.	Lodge the application preferably at least 2 months in advance. The application may not be lodged earlier than 3 months before the start of the Program or entry into Spain.	Language assistants must submit their visa application at least 2 months before the beginning of their program. Applications can be submitted as early as 3 months before the start of their program. Late applications will only be accepted if the applicant can demonstrate extenuating circumstances.
	Appointment request by email: cog.melbourne.visappt@maec.es Mention in the email: full name, nationality, phone number, travel date, type of visa (Language Assistant Study Visa), and program start date as stated in the Letter of Appointment ("Nombramiento").	Visa application is to be lodged by post (no applications will be accepted over the counter & incomplete applications will be returned). Include an A4 size registered envelope or an A4 express post envelope with your name and address on it (to return documents).	Appointment request by email: emb.canberra.sc@maec.es
	The consular office will provide an appointment to submit the documents in person by the applicant or by an authorized representative at: Consulate General of Spain in Melbourne Level 7, 564 St. Kilda Road, Melbourne, VIC 3004	Post the application and documents to: Consulate General of Spain in Sydney St. Martins Tower, Level 24, 31 Market Street, Sydney, NSW 2000 You may be asked to present in person after sending your application by post. Email notifications from cog.sydney.vis@maec.es	The consular section will provide an appointment to submit the documents in person by the Language Assistant. They may also be submitted through a duly accredited representative. Embassy of Spain in Australia 15 Arkana Street, Yarralumla, ACT 2600
Visa processing time	The processing time may be extended as Visas will only be issued once approval has been granted by the relevant Spanish authorities.	The average processing time is 2-4 weeks and in some instances longer (during the Christmas/New Year periods and the Spanish summer months).	The legal period for reaching a decision is of 1 month from the day after the application submission date, but this period may be extended if an interview or additional documents are requested.
Passport & Visa collection	Once the Visa has been granted the applicant will receive a notification to collect the passport and Visa personally or by authorised person at the consulate. Collection on Fridays, from 10:00 am to 13:00 pm, without appointment.	To return your documents, you must include an A4 size registered envelope or an A4 express post envelope with your name and address on it.	The visa must be collected in person by the applicant or by their representative within a maximum period of 2 months, counted as of the day after the date on which the favourable decision is notified. The Consular Office will inform the applicant regarding the procedure for the return of the passport and any other original documentation.
	Required documents Melbourne	Required documents Sydney	Required documents Canberra
Application	<u>1 national visa application form, completed and signed.</u>	<u>1 national visa application form duly completed in clear capital letters and signed.</u>	<u>1 national visa application form completed and signed.</u>
Fee	Non-refundable visa fee in AUD \$710.00 Payment only by cash or Money Order to: Consulate General of Spain in Melbourne.	Non-refundable visa fee in AUD \$710.00 Payment by Australia post Money Order (exact visa fee amount) to: Consulate General of Spain in Sydney. No personal cheques or credit cards will be accepted.	Non-refundable visa fee in AUD \$710.00 Payment only in cash (preferably exact amount).
Photograph	1 photograph. Close-up of the head and shoulders, in focus and without blemishes, on a plain, light-colored background, taken from the front with eyes open, without glare, dark glasses, or clothing that obscures the face, which must be visible from the hairline to the chin, in color, 3 x 4 cm, and recent (taken within the past 6 months).	1 passport size photograph on a light coloured background, photo must be glued (not stapled) to the visa application form on the top right hand corner. Photographs must be printed on quality photographic paper.	A recent, passport-size, colour photograph , taken against a light background, facing forward, without dark or reflective glasses, or any garments concealing the oval of the face.
Passport	Original and a photocopy of the page or pages of the passport that contain biometric data. The passport must be valid must be valid for at least 3 months after the visa expiration date and contain two blank pages. Passports issued more than 10 years ago will not be accepted.	Original passport with a validity of at least 1 year from the date of entry into Spain plus one photocopy of the details page of the passport ; it must contain two blank pages. Passports issued more than 10 years ago will not be accepted.	Original and a photocopy of the page or pages of the passport that contain biometric data. The passport must be valid at least for 1 year after the intended entry date, and contain two blank pages. Passports issued more than 10 years ago will not be accepted.
Letter of Appointment / Letter of Placement (Nombramiento)	Official document of appointment or admission as a language assistant in the corresponding program, issued by the Ministry of Education or, where applicable, by the respective Education Department of an Autonomous Community or City (electronically signed), which must indicate the start and end dates of the activity and the remuneration assigned to the language assistant, as well as the fact that they have medical insurance contracted in their favour.	Letter of Placement in School in Spain.	Copy of the Letter of Appointment ("Nombramiento"). This letter must provide information about the school, the grant, the duration of the program, start and end dates, and health insurance policy.
Medical Certificate	Original and a copy of a medical certificate accrediting that you do not suffer from any disease that could cause serious repercussions for public health pursuant to the 2005 International Health Regulations. Documents issued in a country other than Australia or Spain must be legalized or apostilled and, where applicable, must be submitted together with an official translation into Spanish. (Documentation in English or French is accepted). Issued no more than 6 months prior to the application.	Medical certificate stating that the applicant "does not have any of the diseases that could harm the public health according to the International Health Regulations of 2005, and is fit to travel". No special form is required. The certificate must be less than 6 months old.	Original and a copy of a medical certificate accrediting that you do not suffer from any disease that could cause serious repercussions for public health pursuant to the 2005 International Health Regulations. You can use the bilingual template provided at: https://www.exteriores.gob.es/Embajadas/canberra/en/Embajada/PublishingImages/Paginas/Student-visa-for-Language-and-Culture-Assistants/Medical%20certificate%20template.pdf The medical certificate needs to be notarized and then apostilled. If the certificate is not in Spanish an official translation into Spanish will be needed. (Translated after it has been apostilled). (List of sworn translators: https://www.exteriores.gob.es/es/ServiciosAlCiudadano/Paginas/Buscador-STIJ.aspx).
Criminal record certificate only for stays exceeding 180 days (6 months)	National Police Check with fingerprints check. In Australia, NPC issued only by AFP Australian Federal Police. Original and a copy of the police check certificate(s) issued by the country or countries of residence for the past 5 years . Documents issued in a country other than Australia or Spain must be legalized or apostilled and, where applicable, must be submitted together with an official translation into Spanish. (Documentation in English or French is accepted). They must be issued no more than 6 months prior to the application .	National Police Certificate based on a Name and Fingerprint check , covering all states of Australia and, if you have lived overseas, we will require a police clearance check from those countries where the applicant has lived in the past 5 years . Do not forward a copy of your actual fingerprints, we require the results of the Police checked against your name and fingerprints. Your local police should be able to take your prints and send them to their relevant Criminal Records department in their State. Certificates must not be more than 6 months old .	Original and a copy of the criminal record certificate(s) issued by the country or countries of residence for the past 5 years . The certificate(s) must include both name and fingerprint checks. (Type of record to request #35 - Overseas Visa - Supply to a country other than Australia). Australian criminal background checks must be apostilled (https://www.smartraveller.gov.au/consular-services/notarial-services/documents-in-australia). They must also be submitted together with an official translation into Spanish. (Translated after they have been apostilled). (List of sworn translators: https://www.exteriores.gob.es/es/ServiciosAlCiudadano/Paginas/Buscador-STIJ.aspx). The background check must be issued within the 6 months preceding the submission of the visa application .
Proof of residence in consular district	Proof of residence in the consular district. The applicant must provide proof of their legal residence in the consular district or that they are attending classes, in person, in the consular district.	Proof of residence in the consular district.	Proof of residence in the consular district. The applicant must provide proof of their legal residence in the consular district or that they are attending classes, in person, in the consular district.
Ticket		Return airline ticket or confirmed booking. If you are unable to purchase a return ticket so far in advance, you must show that you will have sufficient funds to purchase a return, as well as being able to support yourself.	
Travel insurance (period outside the program)		Copy of travel Insurance policy for the period outside of your program if you will be travelling throughout the Schengen space.	
	Further information Melbourne	Further information Sydney	Further information Canberra
Family members	This visa does not allow family reunification of any kind, so the spouse or civil partner or the children (even minors) of the visa holder cannot apply for a family member visa.	Family members cannot be included with this visa.	This study visa does not allow the applicant to be accompanied by family members.
Tracking your application		The Consular Office will provide the applicant with proof of receipt of the application to check the status at: https://sutramiteconsular.maec.es	The Consular Office will provide the applicant with proof of receipt of the application with a code that enables them to check the status of the dossier through the following link: https://sutramiteconsular.maec.es
Validity of the authorisation. Entering and leaving Spain	The validity of the authorization will begin one month before the start of the teaching activity and will extend 15 days beyond the end of the activity.	You can enter Spain up to 15 days prior to the commencement of the Program. You can stay in Spain for 15 days after the end of your Program.	The validity of the authorization will begin one month before the start of the teaching activity and will extend 15 days beyond the end of the activity.
Once you enter Spain.	For stays of more than 6 months, the language assistant will have a maximum period of 1 month, starting from the day following the date of the entry stamp, to apply for their Foreigner's Identity Card (TIE) from the corresponding Immigration Office.	If the program is longer than 6 months, within 30 days of entering Spain you will need to apply for a residency card (TIE) at your local immigration office or police station.	If the program is longer than 6 months, the language Assistant must apply for a Foreigner Identity Card within 1 month from their entry into Spain, at the Foreign Nationals' Office or the Police Station of the province in which the permit was processed.