

## - Type of residence visa that grants work permission

A visa for individuals over 16 years old who plan to engage in employment activities in Spain, with an employment contract. It also includes seasonal work activities.

Required documents:

1. National Visa Application Form:

Complete and signed, filled out in Spanish or English.

2. Photograph:

Two biometric photograph with a white background (3 x 4cm).

3. Valid passport or travel document:

Original passport and a photocopy of all passport pages must be provided. The passport must be valid for at least one year and have at least two blank pages. Passports issued more than 10 years ago will not be accepted.

4. Letter of Intent:

A letter written preferably in Spanish, Turkish, or English, in which the applicant expresses themselves and provides details about the purpose of the trip.

5. "Autorización inicial de residencia y trabajo por cuenta ajena" document obtained from the Spanish authorities, with the employer's signature.

6. Employment contract endorsed and stamped by the "Oficina de Extranjeros" institution.

7. Criminal Record Certificate:

The original and photocopy of the Criminal Record Certificate of all visa applicants eligible to obtain it (after a notarized translation into Spanish and obtaining the "La Haya" Apostille stamp from the Governorship). Criminal Record Certificates must be obtained from all countries where long-term residence has been held in the past five years, translated into Spanish and authenticated with the "La Haya" Apostille.

The Criminal Record Certificate must not be older than 3 months.

8. Health Report:

The original and photocopy of the health report obtained from a fully equipped hospital (after a notarized translation into Spanish and obtaining the "La Haya" Apostille stamp from the Governorship).

The health report must include the following statement: "The person named (applicant's name) who applied to our hospital does not have any diseases that could pose a risk to public health, in accordance with the World Health Organization International Health Regulations (2005)."

The health report must not be older than 3 months.

9. Proof of Residence

10. Flight ticket reservation

For stays up to 180 days: Round-trip ticket

For stays longer than 180 days: One-way ticket only.

Visa Process:

If your place of residence is within the consular jurisdiction of the Embassy of Spain in Ankara, you can apply for the visa through BLS Ankara.

(Adana, Adıyaman, Afyonkarahisar, Ağrı, Aksaray, Amasya, Ankara, Ardahan, Batman, Bayburt, Bingöl, Bitlis, Çankırı, Çorum, Diyarbakır, Elazığ, Erzincan, Erzurum, Eskişehir, Gaziantep, Gümüşhane, Hakkari, Hatay, Iğdır, Kahramanmaraş, Karaman, Kars, Kayseri, Kilis, Kırıkkale, Kırşehir, Konya, Kütahya, Malatya, Mardin, Mersin, Muş, Nevşehir, Niğde, Osmaniye, Şanlıurfa, Siirt, Şırnak, Sivas, Tokat, Tunceli, Uşak, Van, Yozgat, Azerbaijan, Northern Cyprus, Northern Iraq)

Applicant:

The applicant must personally submit the visa application and passport. If they cannot come in person, they should provide the original power of attorney in Spanish (translated and notarized) to the person submitting the application or collecting the passport. The power of attorney should also have an "Apostille" stamp.

Visa application period:

It is recommended to apply at least one month before the planned start date of the education.

**Missing documents and interview:**

The Embassy may request additional documents or make changes to the existing ones. If deemed necessary, the applicant may be requested for an interview.

**Processing time for the visa:**

The Embassy will make a positive or negative decision within a maximum of 1 month from the application date. This period may be extended due to document deficiencies or the need for an interview.

**Cancellation of the visa:**

Even if the visa has been approved, it can be canceled upon the request of the applicant. The applicant can request the cancellation by personally visiting the Embassy within 1 month of learning the outcome of the visa application.

**Refusal of the visa:**

If the visa is refused by the Embassy, the reasons for refusal will be provided in writing.

**Appeal letters:**

The applicant has the right to appeal in writing within 1 month from the day they receive the visa refusal document. If they wish to appeal in Spain, they can appeal within 2 months at the High Court of Madrid.

**Validity period of the visa:**

Visas issued for up to 180 days do not require a residence permit.

For stays longer than 180 days, an application for a residence card must be made within one month of arrival in Spain.

**Note:** Foreign nationals officially residing in the areas within the jurisdiction of the Embassy of Spain in Ankara, who do not hold Turkish Republic passports but hold passports of other foreign countries, are **REQUIRED TO SUBMIT ALL THEIR DOCUMENTS IN SPANISH.**