

IED

Services

**For International
Students**

STUDENT SERVICES

IED's Student Services department welcomes and guides international students before and after their arrival in Spain.

Students do not only attend their lessons, but also make the most of their stay through the services and benefits we have created and selected. You can find a Student Services team in each IED location, who are there to share all their knowledge about their city and its possibilities: IED Barcelona (studentservices.barcelona@ied.es), IED Madrid (studentservices.madrid@ied.es), IED Kunsthal Bilbao (info.bilbao@ied.es).

BEFORE YOUR ARRIVAL – PRACTICAL INFORMATION

DOCUMENTATION NECESSARY FOR LIVING AND STUDYING IN SPAIN

There are some differences in the bureaucratic procedure for EU and non-EU citizens. However, there are some key documents that will be required to anyone looking into regularizing their status as student in Spain.

- **Enrolment certificate** – this document will be issued by IED once your enrolment and place reservation has been completed.
- **Proof of payment** of the fees.
- **Valid national ID** (for EU citizens) or passport (for non-EU citizens) – we recommend going over the renovation process in case your ID or passport is set to expire in six months or less after your arrival to Spain
- **Valid health insurance**

If you are arriving from a EU country...

A general requirement for all newcomers to Spain is to prove having health insurance, either taken out in Spain or in another country that provides full cover in Spain. **However**, as a European citizen you will be able to request a **European health insurance card** to your national health authority before travelling, with a validity that covers the period of residence and enables you to receive the necessary health benefits from a medical point of view.

Also, it is recommended to gather up all documentation proving that you have sufficient resources for yourself for your period of residence in Spain, as it is one of the documents you will need to register as EU citizen residing in Spain.

If you are arriving from a non-EU country...

It is mandatory to obtain a student visa before arriving to Spain, for which you will need to fix an appointment to the Spanish embassy or consulate that is nearest to you. General requirements will include having comprehensive health insurance, funds to cover your stay and, most importantly for a student visa, a valid enrolment certificate for an institution in the country.

Requirements may be updated under consideration of the Spanish Ministry of Foreign Affairs. We strongly recommend checking the items required on the embassy/consulate website (each has its own site) to ensure that you have all necessary documents gathered up and ready for your appointment.

AFTER YOUR ARRIVAL – PRACTICAL INFORMATION

All foreigners are to register in a city's census (*padrón municipal*), as residence confirmation will be required in several procedures, including opening a bank account and, most importantly, for the status regularization process. This is usually done in person, although councils in major cities may also provide the option of online registration.

For the *empadronamiento* (the process' name in Spanish), you will need to provide your ID document/passport and proof of residence (lease agreement, property certificate, etc.), along with forms provided by the council itself.

If you are arriving from an EU country...

Upon arrival you will need to register into the **Central Registry for EU citizens**, for which it's required to be in the city's census.

If you are arriving from a non-EU country...

Upon arrival you will need to obtain your TIE (standing for *Tarjeta de Identidad de Extranjeros*, Foreigner Identity Card) within 30 days from entering Spanish soil. This document proves your status within the country and will become your ID document while studying and living in Spain. It must be renewed yearly.

Not to be confused with NIE (*Número de Identificación de Extranjeros*, Foreigner Identification Number), a personal unique number given to every foreigner who intends to stay in Spain longer than six months. The number will appear on all documents of the foreigner, processed and issued in Spain, including the Foreigner Identity Card (TIE).

ACCOMMODATION

Along with several other support activities and services, the Student Services department also scouts accommodation services in the city to find options suitable for our students and their needs. Dorms, real estate agencies, rooms or studios... Check the websites below to check the options available in each location:

IED Barcelona – Student Services

IED Madrid – Student Services

IED Kunsthal Bilbao – Student Services

BANK ACCOUNT

All banks accept foreigners as clients, but each bank's conditions vary. Generally, to open an account, the bank will request that your documentation in Spain has been legalised. For European citizens, it should be enough to present the identity card of their country of origin. IED has agreements with the following institutions:

Banc Sabadell – IED Barcelona
Banco Santander – IED Madrid
Caja de Ingenieros, Caja Rural de Navarra – IED Kunsthal Bilbao

HOMOLOGACIÓN - VALIDATION OF YOUR UPPER SECONDARY EDUCATION QUALIFICATION

Homologación is the Spanish name for the process by which a degree, at any education level, is recognized by the Spanish Ministry of Education or the competent body in some of the autonomous regions, and you will hear it mentioned several times during your application.

The process of validating is mandatory for all applicants holding non-Spanish Upper Secondary qualifications (i.e., A-Levels, IB Diploma, Baccalauréat, etc.) and applying or enrolled in a 4-year Bachelor of Arts. It can be done through the Spanish embassy or consulate in your home country, or upon arrival, before the competent body.

IED will provide guidelines and orientation during the process, but it may take a while to obtain the official resolution from the Government. If bureaucracy feels too overwhelming, you can count on the law firms and specialized offices we collaborate with to help you.

