



TEFL IBERIA

SPANISH VISA GUIDE

NEW ZEALAND

USE THIS GUIDE TO DIRECT YOU THROUGH
EACH AND EVERY STEP INVOLVED
IN STARTING A NEW LIFE IN SPAIN

2027 edition

tefliberia





Let's get
STARTED

WELCOME TO TEFL IBERIA

If you're reading this, you're thinking of starting a new adventure in Barcelona! We couldn't be more excited for you, and we hope you feel the same.

Before you set off, there are a few important pieces of paperwork to take care of. But don't worry, we're here to help. This guide walks you step by step through the two visas New Zealanders can use: the working holiday visa and the student visa.

If you have a question at any point, our coordination team is here to help:

Coordination team

coordination@tefl-iberia.com

We'll do our best to make the process as stress free as possible.

¡Hasta pronto!

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Which visa?

New Zealand citizens can visit Spain for up to 90 days without a visa. To live and work there for longer, you need a visa. A work visa is hard to get: your employer has to sponsor you and show that no EU candidate could do the job. There are two easier routes.

Aged 18 to 30? The working holiday visa. You can stay up to 12 months, work for the whole time, including as an English teacher, and take courses for up to 6 months. You don't need any Spanish or a degree. See pages 4 and 5.

Over 30, staying longer, or already had a working holiday visa? The student visa. Our student visa programme starts with the 4-week Trinity CertTESOL in Barcelona, followed by 6 or 11 months of Spanish, 20 hours a week (09:30 to 13:30), at our accredited partner Spanish school, with occasional teacher development workshops. You can work up to 30 hours a week once your employer gets a work permit for you. We'll help you both with the paperwork. See Steps 1 to 3.

[See our student visa programmes](#), and our [Dates & Fees page](#) for prices.

Not sure which suits you? Email our team at coordination@tefl-iberia.com.



The working holiday visa

What it is

Spain and New Zealand have a working holiday agreement for young New Zealanders. Spain issues up to 2,000 of these visas a year, through its Embassy in Wellington.

- **Age:** 18 to 30 when you apply.
- **Stay:** up to 12 months from the day you arrive in Spain.
- **Work:** Spain gives you authorisation to work for your whole stay, whatever the job market.
- **Study:** one or more courses, up to 6 months in total.
- **No Spanish and no degree** needed.
- **Once only:** you can't have taken part before, and you can't bring dependants.

The agreement says the main purpose of your stay must be a holiday, with work secondary. You declare this to the Embassy when you apply.

Sources: the [agreement](#) (2009) and its [2025 amendment](#), in Spain's official gazette (BOE).

How it fits our programme

On a working holiday visa you don't need a student visa to train and teach with us:

1. Take the 4-week Trinity CertTESOL in Barcelona.
2. Work as an English teacher for the rest of your stay, up to 12 months in all.
3. Learn Spanish with our accredited partner Spanish school if you like. Your courses, the CertTESOL included, can add up to 6 months in total, so the Spanish can be up to about 5 months: we can arrange a shorter Spanish course.

Staying longer than 12 months?

The agreement allows a stay of up to 12 months, once. To stay longer, or if you're over 30 or have already had a working holiday visa, the student visa is the route: see Steps 1 to 3.

Take aways

Places are limited and the Embassy decides on every application. Talk to us before you book your course dates, and don't book flights until you have your visa.

Applying for a working holiday visa

Where and how

You apply to the consular section of the Spanish Embassy in Wellington (address in Step 3). The Embassy doesn't publish a working holiday page, a document list or a fee online, so email it first at emb.wellington@maec.es. Ask for its current list of documents, the fee and how to pay, and how to book your appointment.

What the agreement asks for

- New Zealand citizenship, and a New Zealand passport valid for longer than your stay.
- A return ticket, or enough money to buy one.
- Enough money to support yourself in Spain. The Embassy decides how much: ask it.
- Medical insurance that covers hospital care for your whole stay, from the day you arrive. *For a quote, contact Lluís López at Atlantida, llopez@atlantida.net.*
- Meeting Spain's health requirements and its immigration rules.
- The visa fee.

Ask about these too

As the agreement asks you to meet Spain's health and immigration requirements, ask the Embassy whether it wants a police certificate and a medical certificate. If it does, page 9 shows how to get them apostilled and translated.

Once you're in Spain

Within 1 month of arriving, you apply for your foreigner identity card (TIE). It covers your stay for up to 12 months from the day you arrived.

Can I extend it, or switch to a student visa in Spain?

You can't extend it: the agreement allows up to 12 months, once. Whether you can switch to a student visa without leaving Spain isn't clear from the official sources, so plan to apply for a student visa from New Zealand, and talk to us first.

Take aways

Email the Embassy early: it gives you the up-to-date list, and the police and medical certificates can take weeks.

STEP 1

The student visa: choose your type

Steps 1 to 3 are for the student visa. There are 2 types. Which one you need depends on how long you plan to stay in Spain and whether you'd like to work.

Short-term (up to 180 days)

- Fewer documents and less paperwork.
- You can't work, or renew your visa from Spain.

Long-term (over 180 days, so 7 months or more)

- You can work up to 30 hours a week once your employer gets a work permit for you.
- You can renew your visa from Spain.
- You also need a police certificate.

Both our programmes (7 or 12 months) need a long-term visa. We strongly recommend the 12-month option, even if you're not sure you'll stay a full year: most of our students end up wanting to stay at least 12 months.

When to apply: at least 2 months before your Spanish course starts. Your police certificate and the apostilles take the longest (see page 9).

Documents required	Short-term visa	Long-term visa
Passport	✓	✓
Visa application form	✓	✓
Visa fee	✓	✓
Enrolment letter	✓	✓
Passport photo	✓	✓
Proof of funds	✓	✓
Health insurance	✓	✓
Medical certificate	✓	✓
Proof of address	✓	✓
Police certificate		✓

Got questions about your documents?

CONTACT US: COORDINATION@TEFL-IBERIA.COM

STEP 2

Gather your documents

You apply in person at the Spanish Embassy in Wellington. The Embassy asks for the original and a copy of each document, and the visa is a sticker fixed to a page of your passport.

For any student visa

- **Visa application form** ([download here](#)) and a recent passport photo. [Here](#) is an example of a completed form, and we'll help you fill yours in.
- **Your passport**, valid for at least 1 year, with at least 2 blank pages and issued in the last 10 years, plus a photocopy of the page with your details.
- **Enrolment letter** from our accredited partner Spanish school for full-time study (20 hours a week), with your course dates and timetable and proof that your course is paid. We send you the letter in Spanish (or in Spanish and English) as soon as you've paid, so it doesn't need a translation.
- **Visa fee**. The Embassy doesn't publish its current fee: ask it when you book your appointment, and ask how to pay.
- **Proof of funds** of **€600 a month** for your stay (Spain's IPREM in 2026), for example €4,200 for 7 months. The Embassy doesn't say how many months of bank statements it wants: ask it. Prepaid accommodation for your whole stay reduces the amount you need.
- **Health insurance** from an insurer authorised in Spain, with cover similar to Spain's public health system, for your whole stay. *For a quote, contact Lluís López at Atlantida, llopez@atlantida.net.*
- **Medical certificate** from your doctor, stating that you have no disease that could have serious public health consequences under the International Health Regulations (2005). It needs an apostille and a Spanish translation (see page 9).
- **Proof of address** in New Zealand (or the other countries the Embassy covers), such as a recent bill or bank statement with your address.

STEP 2

Gather your documents

For a long-term visa (over 180 days)

- **All the documents on the previous page**
- **Police certificate:** your criminal record from New Zealand's Ministry of Justice, plus a police certificate from any other country you've lived in during the last 5 years. Each one needs an apostille and a Spanish translation (see the next page).
 1. Ask the Ministry of Justice for your full record of convictions.
 2. Get the apostille from the Department of Internal Affairs (DIA).
 3. Get it translated. Our sworn translator gives TEFL Iberia students a 10% discount (see Useful links).

Every document from outside Spain must be apostilled (or legalised), and translated into Spanish if it isn't in Spanish.

That's the Embassy's rule. It covers your police certificate and your medical certificate: ask the Embassy which of your other documents it wants translated.

For a stay of over 180 days, the visa is valid for up to 365 days. Within 1 month of arriving in Spain you apply for your foreigner identity card (TIE), which you then use for the rest of your stay. With our Premium Visa & Bureaucracy Service, we book the appointment for you.

Applying for a long-term visa? You need one more document, and every document from outside Spain needs an apostille.

Tips for your application

- **Check the Embassy's own list** before you apply ([in Spanish](#)).
- **Bring the original and a photocopy** of every document.
- **Email the Embassy early** for your appointment, at emb.wellington@maec.es.
- **Plan your trips to Wellington:** you hand in your application there and collect your visa there.
- **Don't book flights** until you have your visa.

Your medical certificate needs the same steps as your police certificate, with one more at the start: a New Zealand notary public notarises it, then the DIA apostilles it, then it's translated. The Embassy doesn't prescribe a wording: your doctor states that you have no disease that could have serious public health consequences under the International Health Regulations (2005).

Police certificate and the apostille

Your Ministry of Justice criminal record

Apply to the Ministry of Justice [online](#), with your ID and a signed Authority to Release Information form. Tick the box for your **full record of convictions**. It's free. The Ministry aims to reply within 20 working days, and most requests take under a week.

NZ Police also runs a [vetting check for visas](#), but it sends the result only to the authority (here, the Embassy), not to you. As you hand in your documents yourself, the Ministry of Justice record is the simpler choice.

What is an apostille?

An apostille is a certificate fixed to a New Zealand public document so that it's recognised in Spain. In New Zealand, the Authentication Unit of the Department of Internal Affairs (DIA) issues them.

Your criminal record: the DIA apostilles it directly, on the Ministry of Justice's blue letterhead. You can post the original or email the PDF.

Your medical certificate: a New Zealand notary public notarises it first; then the DIA apostilles it. Don't get it certified by a justice of the peace or a solicitor: the DIA can't apostille it then.

Applying to the DIA

1. Fill in the DIA's request form (BDM460).
2. Send it with your documents by post or courier, or hand them in by appointment, to:

Authentication Unit
Department of Internal Affairs
PO Box 10526
Wellington 6140

An apostille costs NZD 37 per document, and takes 15 working days (urgent service: 5 working days, NZD 120 extra). See [the DIA's page](#).

Translation

The Embassy wants every document that isn't in Spanish translated into Spanish: at least your police certificate and your medical certificate. Your enrolment letter is already in Spanish. Our sworn translator gives TEFL Iberia students a 10% discount (see Useful links).

Take aways

The criminal record, the notary and the apostilles take the longest, so start them as soon as you've booked your course.

STEP 3

Submit your application

Spain's consular office for New Zealand is the consular section of its Embassy in Wellington. It takes visa applications from people who live in its area, for both visas in this guide.

Wellington, Embassy of Spain (New Zealand, Fiji, Tonga, Samoa, Kiribati, Cook Islands)

- Level 11, i Centre, 50 Manners Street, Te Aro, Wellington 6011. Postal address: PO Box 24150, Manners St, Wellington 6142.
- Open to the public Monday to Friday, 9:30 to 13:30.
- Email emb.wellington@maec.es to arrange your appointment. Phone +64 4 802 5665.
- Requirements: [Embassy study visa page](#) (in Spanish).

Handing in and collecting (*student visa*)

- You hand in your application in person, or through a representative with a proper authorisation.
- The Embassy gives you a receipt with a code to follow your application online.
- You collect the visa yourself at the Embassy.

Which visa?

-  **Working holiday visa**
Aged 18 to 30: email the Embassy for its list and an appointment (page 5)
-  **Student visa**
Over 30, or staying longer: Steps 1 to 3 and the Embassy's study visa page

What happens next?

Now your application is in the Embassy's hands. It needs approval from Spain before it can issue the visa. The legal deadline for a decision is 1 month, but it can be longer if they ask for more documents or an interview. You can follow your application online with the code on your receipt. Don't book flights until you have your visa.



Next stop:
BARCELONA!

Frequently asked questions

Do I have to go in person, or can I post my documents?

You hand in your application at the Embassy in Wellington, in person or through a representative with a proper authorisation. The Embassy's visa page doesn't offer a postal option.

How long does it take to get an appointment?

The Embassy doesn't publish a waiting time. Email it as soon as you know your dates: for a student visa, you must apply at least 2 months before your Spanish course starts.

What is the appointment like?

It's short: you hand in your documents, and the staff may check them with you. Bring the original and a copy of everything on the list: if something is missing, they'll ask for it, which slows things down.

What happens after I apply?

The Embassy needs approval from Spain before it can issue a student visa. The legal deadline for a decision is 1 month, but it can be longer if they ask for more documents or an interview. You can follow your application online with the code on your receipt.

When it's ready, you collect the visa yourself at the Embassy.

Which documents need to be translated?

The Embassy asks for every document that isn't in Spanish to be translated into Spanish, and every document from outside Spain to be apostilled. That includes your police certificate and your medical certificate. Your enrolment letter is in Spanish, so it doesn't need one. *See Useful links for our sworn translator.*



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Frequently asked questions

How many hours can I work on a student visa?

You can work up to 30 hours a week once your employer gets a work permit for you. We'll help you both with the paperwork. The permit only covers work in Catalonia, the region that issued it.

Do I need to sign up for 7 to 12 months?

If you'd like to work in Barcelona on a student visa, yes. A course of 7 to 12 months gives you a long-term student visa (legally, a stay of over 180 days, so 7 months is the minimum). That's the visa that lets you work with a work permit and renew from Spain.

You can study for less time and get a short-term visa instead, but you won't be able to work or to renew your visa from Spain.

How long does it take to get a student visa?

We recommend allowing 3 to 4 months to gather your documents, apply and receive your visa, so start about 5 months before you'd like to arrive. The police certificate and the apostilles take the longest. You must apply at least 2 months before your Spanish course starts.

Can I extend my student visa from within Spain?

Yes. If you have a long-term visa (7 months or more), you can renew it from Spain by signing up for another year of Spanish with us. A Spanish course visa can be renewed once, and for the renewal you'll need to have passed the DELE or SIELE Spanish exam, or be enrolled for the DELE. If you'd like to stay for 2 years or more, please get in touch.

Can I work as self-employed on a student visa?

Not automatically. On a Spanish course, any work needs an authorisation first, whether you're employed or self-employed. Talk to us before you start.

Any other questions? Email our team at coordination@tefl-iberia.com.



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Frequently asked questions

Do I need a visa for the Trinity CertTESOL course?

Not for the course on its own: New Zealand citizens can stay in Spain for up to 90 days without a visa, and the CertTESOL takes 4 weeks. On a working holiday visa, it counts towards your 6 months of courses.

Can I leave Europe to reset my time as a visitor?

You can spend up to 90 days in any 180-day period in the Schengen area without a visa, and you can't work. Time outside Schengen doesn't count, but the 180-day window keeps rolling, so a short trip out doesn't reset it.

Can I apply for a student visa from within Spain?

Not as a visitor: for a Spanish course you need to apply from New Zealand. You can't arrive without a visa and then change to a student visa. If you're on a working holiday visa, talk to us first (see page 5).

I already have a student visa with a different school. Can I renew with TEFL Iberia?

Yes, as long as your previous course was a Spanish course at a school accredited by the Instituto Cervantes or at an Escuela Oficial de Idiomas. You'll need a certificate of completion (certificado de aprovechamiento) from your old school and an enrolment letter from our accredited partner Spanish school.

What happens if my student visa is refused?

First you appeal the decision. If the refusal is confirmed, we refund your Spanish course minus an admin fee. Some refusals aren't refundable, for example if you don't meet the financial requirement. See our [terms and conditions](#).

Any other questions? Contact our coordination team at
coordination@tefl-iberia.com

An aerial photograph of Barcelona, Spain, showing a dense urban landscape with numerous buildings and a prominent diagonal road. The text 'Next stop. BARCELONA!' is overlaid on the image.

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Useful links

- [Wellington Embassy: study visa](#)
- [Wellington Embassy: address and contact](#)
- [Working holiday agreement \(BOE, 2009\)](#)
- [Its 2025 amendment \(BOE\)](#)
- [MFAT: New Zealand and Spain](#)
- [Spanish visa application form](#)
- [Example of a completed form](#)
- [Ministry of Justice: your criminal record](#)
- [DIA: apostilles](#)
- [DIA: document requirements](#)
- [Follow your visa application](#)
- [Our student visa programmes](#)

The Embassy's visa pages are in Spanish only, and it publishes no working holiday page: email it for the current list. If in doubt, follow the stricter rule or ask the Embassy.

Health insurance and translations

We've researched the market for good-value health insurance and sworn translators. Whichever insurance you choose, the insurer must be authorised to operate in Spain.

- [Atlantida health insurance](#): contact **Lluís López** at llopez@atlantida.net
- [Sworn Spanish translator](#): contact **Susana García** at info@traductorjurado.org for a 10% discount for TEFL Iberia students

Our Premium Visa & Bureaucracy Service

An optional extra for student visa applicants, to take the stress out of Spanish bureaucracy. [See the student visa page](#) for details.

Before you set off

Guidance on gathering your paperwork, help with the application form, a discount on health insurance, a quick enrolment letter, and access to an immigration lawyer (extra fee).

Once you're in Barcelona

We book your TIE appointment, check your documents, pay the local tax and go with you to the foreign office. Help with your padrón, social security number, bank account and a local SIM.



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Carrer d'Aragó 403, 08013 Barcelona, Spain

www.tefl-iberia.com

coordination@tefl-iberia.com

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