

# Requirements for the student Transient visa (TR-E)

## Venezuela Consulate in Washington DC

Jurisdiction – Kentucky, Ohio, Maryland, Virginia, Washington D.C., West Virginia and the Bahamas

Tel: (202) 342 2214 email: [consular@embavenez-us.org](mailto:consular@embavenez-us.org) WEB: [embavenez-us.org](http://embavenez-us.org)

Business Hours: 9:00am – 1:00pm EST

**A student visa is required if staying in Venezuela over 90 consecutive days.**

**THE FOLLOWING ITEMS ARE ALL REQUIRED. YOUR STUDENT VISA APPLICATION WILL NOT BE PROCESSED IF ALL ITEMS ARE NOT INCLUDED. THE CONSULATE WILL NOT CONTACT YOU IF APPLICATION OR REQUIREMENTS ARE INCOMPLETE OR INCORRECT.**

### Student Visitor

Issued to Non-immigrants who wish to stay in the country to attend professional technical courses, undergraduate or graduate courses at any University or College, or to take part in a practice related to their major field of studies.

Note: Student Visitor Visa is granted for one (1) year with multiple entries, and allows the bearer to stay in the country for up to the same period of time. The Ministry of the Interior and Justice may extend this period of time if duly requested by the applicant, who must present proof of continuation of studies.

### 1. Application form.

An application may be downloaded from: [http://www.embavenez-us.org/pdfs/solicitud\\_visas.pdf](http://www.embavenez-us.org/pdfs/solicitud_visas.pdf)

Page 1, Home Address: Make sure to use the address that falls under the Washington DC jurisdiction.

Page 2, Type of Visa Requested: Write in "Student Visa"

Page 2, Who is responsible for trip expenses: Name of your home university and VENUSA

Page 2, Name and Address to contact in Venezuela: VENUSA 49-49 Avenida Urdaneta Merida, Vzla

Page 2, Name and Address of where you will be staying: VENUSA 49-49 Avenida Urdaneta Merida, Vzla

Page 2, Airline and Flight number: LAN Airlines #561

### 2. A valid signed passport with at least six (6) months validity at the time visa is requested.

*Actual passport must be sent / PASSPORT COPIES ARE NOT VALID, as the actual visa is stamped directly into the passport.*

### 3. Two recent front view color passport photos (2x2 size).

*It is VERY important that the photos sent are as described above. Family photos, group photos, cutouts, etc. are not acceptable.*

### 4. Notarized letter of acceptance & support from VENUSA.

*VEN-USA provides this letter to each student once student returns the following completed forms:*

- Course Request form, Academic regulations form, Copy of transcript
- C-Form
- Acceptance, Release and Waiver
- Travel Request Forms (TR1 & TR2)

### 5. Transcripts from your academic institution (or) Proof of Student Status letter from University of Minnesota or attending academic institution.

### 6. Copy of medical record or physical, indicating that you are free of contagious diseases.

### 7. Copy of police clearance or record

*Contact your local police department for this information.*

### 8. A notarized personal statement indicating that no lucrative activities will be performed while in Venezuela.

*You may use the affidavit that will be forwarded to you electronically.*

### 9. Consular fee of \$ 60.00. MONEY ORDER payable to: Consulate of Venezuela

### 10. IMPORTANT: You should contact the consulate to make sure that the requirements have not changed or if additional information or items are needed by the specific consulate.

### GENERAL OBSERVATIONS:

- When submitting application by mail: Be sure to send via EXPRESS MAIL courier and maintain copy of package tracking. **ALSO**, send a self- addressed, stamped envelope/packet (Certified or Express Mail) in order for the consulate to return documentation. *(Application may not be processed if a pre-paid envelope is not included)*

**MAIL TO:** Venezuela Consulate  
1099 30th St. NW  
Washington DC 20007

- It is imperative that students send the consulate all the requirements **at the same time.** *(Application WILL NOT be processed if ALL requirements are not included)*
- Once consulate receives application, processing will take a minimum of 5-7 business days (this does not include shipping time). If student has not received passport/visa within 2-3 weeks of sending application or 3 weeks prior to departure, please contact the consulate (visa services) directly via **telephone** or **fax** (if telephone is not answered or you reach voicemail, be persistent and continue to call frequently). It is the students' responsibility to check on updated or new requirements as well as visa status directly with the consulate.