



Visa Information

This information is primarily for U.S. citizens.

General Information

If you don't have a passport, see www.travel.state.gov for application instructions. Getting a passport usually takes 4-5 weeks, or 8 business days if expedited for a fee.

To enter the country, you need only a passport (in good condition, good for at least 180 days, with two blank pages) and a return/continuing ticket to leave the country. The office of *Migración* at the airport will stamp the passport with permission to be in the country for 90 days without a visa.

The 90-day authorization for being in the country without a visa is called *Permiso de Ingreso y Permanencia (PIP)*. If you will not be here longer than that, that's all the visa information you need!

If you are coming for at least 180 days, you will need a visa. Those coming to serve as staff, including missionaries, are foreign contractors and need a **Migrant** work visa.

Need to Apply Online

The process starts with an **online** application and ends with a visit to get your visa placed in your passport at either **Exterior Relations** in Bogotá or at a **Colombian consulate** in another country.

- ✓ **The preferred option:** Applying online and getting your visa placed in your passport at **Exterior Relations** can be a 1-day process. For those coming at the beginning of a school year we have a day scheduled during New Teacher Orientation to walk you through the entire process, followed by a visit to Immigration that afternoon to apply for your national ID card, the *cédula*. This follows entering the country with a PIP (above).

The process of applying at a **Colombian consulate** varies by consulate, and may be fraught with extra arbitrary demands and frustration. The only reason you would *need* to get your visa at a consulate before coming is if you do not come with a return or continuing ticket. In that case, we would need plenty of time to finalize and get signatures on several documents. For information about consulates in the U.S., check this website: http://www.colombiaemb.org/Consular_Directory.

Requirements for a Migrant Work Visa

The following chart lists all the visa requirements, with the items **you** are responsible for and that **we** provide. For the online application, all the **documents** must be clear, **scanned PDF's** – not digital photos. For those applying for their visas here in Bogotá (the norm except for extenuating circumstances) we scan your passport pages at school before uploading them for your application.

Visa Requirements	
1.	Valid passport , in good condition, with at least 180 days left and two blank pages
2.	Cash in pesos, equivalent to \$282 USD (down from last year) to cover: <ul style="list-style-type: none">- Visa study (application) for \$52 USD (\$147.700 COP) – bring cash to ECA's cashier the first day of Orientation

- Visa (when issued) for \$230 USD, around \$680.000, TBD by Exterior Relations – pay in cash at the bank the day the visa is approved
3. A PDF Copy of the main bio page of your passport
4. A PDF Copy of your last previous Colombian visa (if applicable)
5. A PDF Copy of your last entry/departure stamp for any visit to Colombia (if applicable)
6. Photo: JPG file, maximum 300 kb, color, white background, 4 x 3 cm, looking directly at the camera, head centered in the photo, nothing covering face, no visible flashes. ECA will take the pictures the first day of orientation.
7. Letter from ECA stating the applicant's name and position, detailed purpose and duration of the trip, and the company's commitment to assume financial responsibility for the foreigner, including their return to the country of origin or last country of residence
8. Original signed 3-year Work Contract with ECA – we recommend that new missionary staff apply for a 3-year visa regardless of plans to stay less time. It is best to have the max possible in case the Lord changes plans. The visa application must match the work contract.
9. Contract Summary form (DP-FO-208), completely filled out and signed by both the employee and the school.
10. Certificado (Personería Jurídica) – ECA's certificate of existence or registration in Colombia, issued within the last 90 days
11. Declaración de Renta – ECA's tax return form
12. RUT document – ECA's commercial registration
13. Extractos Bancarios – ECA's bank statements for the last 6 months

Children's Visas

Children's visas require **original** birth certificates, which must be notarized and Apostille-sealed (to authenticate the notary for international purposes) in the home country.

Birth certificates must be officially translated into Spanish and the translation notarized. If the translation is done outside Colombia, it may not need to be an *official* translation, but it must be notarized and Apostille-sealed in the home country. If the translation is done in Colombia, only the birth certificate needs to be notarized.

Student Teachers

As stated above, if your stay is no more than 90 days, no visa is needed. You will simply need a letter specifying the purpose of your visit when you enter the country, and they will stamp a 90-day PIP-2 in your passport. If your stay is 91-180 days, before the PIP-2 expires you can request a *Permiso Temporal de Permanencia (PTP)* for **\$96.000**, which allows you to stay another 90 days.

Those who will be in the country for over 180 days need a *Visitante Pasante/Practicante* visa. See the full requirements here: http://www.cancilleria.gov.co/tramites_servicios/visa/v-pasante-practicante.