



Procedures upon arrival to the Autonomous Community of the Basque Country

- Summary

- Stay Permit in Spain (visa, passport, etc.) must be provided from the country of origin.
- Find housing in the Basque Country.
- Apply for NIE, TIE, or Certificate of EU Citizen Registration.
 - **Community** Language Assistants:
 - Obtain Community Resident Certificate (Form [EX-18](#))
 - **NON-Community** Language Assistants:
 - Obtain TIE Form [EX-17](#)
 - Renewal TIE Form [EX-00](#)
 - Candidates of British Nationality:

All participants of British nationality arriving in the country after 01 January 2021 who **cannot prove they were residents before this date** shall be subject to General Immigration Regulations in terms of obtaining and processing their residency or stay authorisation, and the associated Foreign ID Card.

To apply for the *Tarjeta de Identidad de Extranjero* (Foreign ID Card) (TIE), you must use the form [EX-17](#)

 [More information](#) 

Access to application forms: [Application forms](#)

- Open a bank account in the Autonomous Community of the Basque Country with NIE.



Open a bank account and send information to be able to receive the economic grant.

- **Documentation necessary**

To be able to receive the stipend via bank transfer, you must open a bank account.

In order to open a bank account, in addition to your passport and equivalent ID document (NIE, TIE, or CERTIFICATE OF REGISTRATION), you must provide your *Nombramiento* (Appointment) as language assistant.

Once you have *opened your bank account with your NIE*, you must complete the "[Ficha de Alta de Tercero \(Third Party Registration File\)](#)" (sent by the Department of Education beforehand) with the bank's information. It is mandatory that this document be signed by the conversation assistant and stamped by the bank.

Along with your personal account opening information (copy of NIE), send this Third Party Registration Form to the following address:

hizkuntzalaguntzaile@euskadi.eus

Language assistants renewing participation in the same Autonomous Community (Basque Country)

- For **NON-community participants** renewing their participation, the application form to complete is Form [EX-00](#)
- The [Hoja de Alta de Terceros \(Third Party Registration File\)](#) with account number information. You need only send this again if there are any changes to your banking institution or bank account number.



Obtain the NIE, TIE, or Certificate of EU Citizen Registration.

- **Documentation necessary**

- ✓ Valid passport or card and photocopies.
- ✓ Photographs (passport size)
- ✓ *Nombramiento* (Appointment) as language assistant issued by the competent body.
- ✓ Complete the associated application (EX15, EX17, EX18, EX00, ...):
[Application forms](#)
- ✓ Pay the associated [fees](#) for the procedure.

- **Locations for submission**

The foreign national must apply for the pertinent document personally at the *Oficina de Extranjeros* (Immigration Office), or at the Police Station associated with their address, making an appointment at this link:

[Cita previa \(Appointment\)](#)