

- Countries that have signed the **Andrés Bello Agreement** (Bolivia, Colombia, Cuba, Chile, Ecuador, Spain, Panama, Paraguay, Peru and Venezuela) **and other countries.**

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Procedures:

- ✓ **Legalization through diplomatic channels.**

The documents (university degree and personal academic certification) must be submitted to the following organisms, in the following order:

- 1 To the MINISTRY OF EDUCATION OF THE COUNTRY OF ORIGIN, for the recognition of the signatures that appear on the original documents** (degree certificate and personal academic certificate).

And to the corresponding ministry, for birth and nationality certificates.

- 2 To the MINISTRY OF FOREIGN AFFAIRS OF THE COUNTRY OF ORIGIN** in which the documents were issued, **for the legalization of the recognition of signatures carried out in the Ministry of Education.**

- 3 To the DIPLOMATIC OR CONSULAR REPRESENTATION OF SPAIN IN THE COUNTRY OF ORIGIN** in which the documents were issued, **for the recognition of the signature of the previous legalization.**

As of 10 June 2013, foreign documents duly legalized by embassies or consulates of Spain, provided they bear the corresponding transparent security label, will have full validity in Spain without requiring subsequent legalization by the Legalization Section of the Ministry of Foreign Affairs and Cooperation.

- ✓ **Where applicable** (degree certificate and academic certification not issued in Spanish), **official translation into Spanish of the academic documents.**

- ✓ **The student may choose between:**

a) Providing the university with:

- **LEGALIZED ORIGINAL degree certificate** and, where appropriate, **OFFICIAL ORIGINAL translation into Spanish of the legalized**

original degree certificate and photocopies for their collation by the university.

The university will collate the copy by referring to the original documentation, will keep the collated copy and will return the original documentation to the interested party.

- LEGALIZED ORIGINAL personal academic certificate and, where appropriate, OFFICIAL ORIGINAL translation into Spanish of the legalized original personal academic certificate, and photocopies for their collation by the university.

The university will collate the copy by referring to the original documentation, will keep the collated copy and will return the original documentation to the interested party.

b) Or providing:

- PHOTOCOPY of the LEGALIZED ORIGINAL DEGREE CERTIFICATE, which must bear the stamp of the ORIGINAL CERTIFIED TRUE COPY of the Embassy or Consulate of Spain in the country issuing the degree certificate, and, where applicable, PHOTOCOPY of the OFFICIAL translation into Spanish of the legalized original degree certificate, which must also bear the stamp of the ORIGINAL CERTIFIED TRUE COPY of the Embassy or Consulate of Spain in the country issuing the degree certificate.

Therefore, the collation of the legalized original degree certificate and the official translation into Spanish will be carried out by the Embassy or Consulate of Spain of the country issuing the degree certificate.

- PHOTOCOPY of the LEGALIZED PERSONAL ACADEMIC CERTIFICATE, which must bear the stamp of the ORIGINAL CERTIFIED TRUE COPY of the Embassy or Consulate of Spain in the country issuing the personal academic certificate, and, where applicable, PHOTOCOPY of the OFFICIAL translation into Spanish of the legalized original personal academic certificate, which must also bear the stamp of the ORIGINAL CERTIFIED TRUE COPY of the Embassy or Consulate of Spain in the country issuing the personal academic certificate.

Therefore, the collation of the legalized original personal academic certificate and the official translation into Spanish will be carried out by the Embassy or Consulate of Spain of the country issuing the certificate.

c) Or submitting:

- **PHOTOCOPY of the DEGREE CERTIFICATE WITH ORIGINAL LEGALIZATION** and, where applicable, **OFFICIAL ORIGINAL translation into Spanish of the legalized photocopy of the degree certificate.**

In this case, the student photocopies the degree certificate and legalizes the copy. Therefore, when they carry out the legalization procedure in their country, they must provide the original degree certificate and a copy of it.

At the university, the student must provide the photocopy that already bears the original legalization, which validates the copy.

- **PHOTOCOPY OF THE PERSONAL ACADEMIC CERTIFICATE WITH ORIGINAL LEGALIZATION** and, where applicable, **OFFICIAL ORIGINAL translation into Spanish of the legalized photocopy of the personal academic certificate.**

In this case, the student photocopies the personal academic certificate and legalizes the copy. Therefore, when they carry out the legalization procedure in their country, they must provide the original personal academic certificate and a copy of it.

At the university, the student must provide the photocopy that already bears the original legalization, which validates the copy.