

TIE card

The **TIE card** (Tarjeta de Identidad de Extranjero) is an essential document to remain legal in Spain. You must ensure that you have a valid TIE card before your student visa expires.

The first step is to schedule an **appointment** (cita previa) to apply for the TIE card. You can book your appointment online through the Spanish government's official website or by visiting the local immigration office.

- The following link will direct you to a PDF file containing detailed steps to secure an appointment ([Link](#)). The website opens every Monday at 7:30 AM

Documents Required to Apply for the TIE Card

1. **EX-17 Form:** Fully completed and signed. Please ensure that the address in the form matches the one on the **empadronamiento**.
2. **Original Passport:** Original and copies of the pages containing relevant information.
3. **ID Photo:** A recent color photograph (32 x 26mm) with a uniform white background. The photo should show your face fully exposed, without dark glasses or other items that could hinder identification.
4. **Empadronamiento:** Original and a copy of the certificate of residence.
5. **Proof of Payment** of the Fee (Form 790 Code 012):
 - Download this form from the Police website: [Form 790](#).
 - Select the option: "**TIE que documenta la primera concesión de la autorización de residencia temporal, de estancia o para trabajadores transfronterizos**".
 - The fee is **16.08€**, which must be paid at a bank (BBVA bank is recommended).
 - Ensure the document is printed entirely, with no cuts, and verify that the "Copy for the Administration" section does not appear on the copy.

Note: Payment can also be made via ATM at BBVA with cash or through a Spanish bank account.

6. **Resolution Granting Residence or Stay Permit:** This will be sent to you once the official document is issued by the Government Delegation.

7. **Boarding Pass:** A copy of your boarding pass.

Remember to bring all required documents to your appointment. After submission, you will be given instructions on when and where to collect your TIE card.