



MIGRATION PROCEDURES

Fulbright U.S. Grantees



CÓDIGO: PG-AN-03
VERSIÓN: 4
FECHA: 25/08/2023

I. Overview of the V Visa

The courtesy V-type visa is granted to students, practitioners, professors, professionals, or individuals holding a vocational or technical degree aiming to carry out different academic or cultural exchange activities such as conferences, teaching assistantships, collaborative research projects, and internships within the framework of existing International Cooperation Treaties in which Colombia is a State Party or which promoted by the Colombian Institution of Educational Credit and Technical Studies Abroad “Mariano Ospina Pérez” (ICETEX, by its acronym in Spanish).

II. V Visa for U.S. Fulbright Grantees

Given the academic and scientific importance of the Fulbright Program in Colombia, and according to the dispositions of the Resolution 5512 of 2015 of the Colombian Ministry of Foreign Affairs, U.S. Fulbright grantees shall be granted a visitor V-type visa for a period of up to twelve (12) months with multiple entries.

V visas do not have a related visa type for dependents. U.S. Grantees' spouses, children, or any other accompanying relatives do not need a visa to enter the country unless they are planning to carry out academic or professional activities during the period of stay in the country or stay for longer than one hundred eighty (180) days. Traditionally, dependents obtain a Temporary Permit of Stay (Permiso Temporal de Permanencia – PTP), which is granted to foreign citizens who are not required a visitor's visa to enter the country (including U.S. citizens).

The holder of the permit may not be allowed to carry out activities covered by any type of visa or earn a salary from natural or legal persons. The Temporary Permit of Stay is issued by Migración Colombia, the Colombian Authority on Migratory Control, upon arrival. No previous online application or paperwork is needed for U.S. citizens to obtain a Temporary Permit of Stay. The relevant documentation certifying the degree of kinship, issued by the proper U.S. authority, should be brought duly apostilled along with the corresponding official translation. The Temporary Permit of Stay is valid for a period of ninety (90) days, and it may be extended for another 90-day period.

Please note that the dependent must request the extension of the Permit at the closest [Migración Colombia Center](#) before the expiration date of the first period. Staying in Colombia with an expired Temporary Permit of Stay can make you subject to a fine or migratory penalty. It is the dependent's responsibility to request the permit extension when needed.

If the dependents plan to stay in the country for longer than one hundred eighty days (180) days, they must apply for a visa according to the type of activities they plan to do during their stay in Colombia. Please note that the Fulbright Commission in Colombia is not able to provide sponsorship for a dependent's visa. Further information on existing visa types and requirements can be found at the website of the Colombian Ministry of Foreign Affairs: [click here](#).

III. Guidelines on Applying for a V Visa

1. Read through this guide before starting a visa application.
2. Verify that your passport is in good condition, is valid for at least three (3) months past the grant's end date, and has at least two (2) blank pages.
3. Make sure that you have handy the following required documents for your online visa application:
 - Scan of the biographical page of your U.S. passport.
 - Visa sponsorship letter, provided by the Fulbright Commission in Colombia.
 - A 3 x 4 cm digital photo in color of maximum 300 KB. Please check additional photo requirements in point 4 of the V Visa Application Instructions (page 3).
 - If applicable:
 - Scan of the passport page which has been stamped with the seal of the last entry to or exit from Colombia.
 - If the process is to be completed by proxy, the applicant should additionally enclose a duly notarized power of attorney.
 - Scan of your last Colombian visa.
4. Submit your online visa application **thirty (30) days prior to the arrival date, but not before.**
5. Due to the COVID-19 security protocols, visa stamping will be optional. An electronic visa is a valid document to apply for the required Colombian ID (*Cédula de Extranjería*).

IV. V Visa Application Instructions

1. Access the website of the Colombian Ministry of Foreign Affairs at the following link: <https://goo.gl/V0joVf>.
2. Enter your passport number, nationality, and personal information. Leave the field of “Número de registro de solicitud” blank. Click on the reCAPTCHA security verification box at the bottom of the page.
3. In the “Solicitud” section, please fill in the fields as shown below:

Solicitud de: **VISA.**
 Tipo de Visa: **VISITANTE (V).**
 Actividad de visa: **CORTESÍA.**
 Condición: **EN VIRTUD DE CONVENIO O TRATADOS INTERNACIONALES DE COOPERACIÓN.**
 Tipo de solicitud: **INDIVIDUAL.**
 Tipo de Solicitante: **TITULAR PRINCIPAL.**

In the field “Tramitada por” please select **DIRECTAMENTE POR EL EXTRANJERO** as you will complete the visa process by yourself. Only choose the APODERADO option if you will apply for your visa by proxy (not recommended).

4. Please enter your Academic and Personal Information in the “Solicitante” section.
5. In the required field of “Dirección Prevista en Colombia”, please enter the address of your permanent or provisional lodging at your city of placement. If you have not arranged one, please enter the address of a hotel where you plan to spend the first weeks or days of your time in Colombia, while you find more permanent housing.
6. In the required field of “Teléfono previsto en Colombia”, please enter the fixed phone number of your permanent or provisional lodging at your city of placement. If you have not arranged one, please enter the phone number of a hotel where you plan to spend the first weeks or days of your time in Colombia, while you find more permanent housing.
7. In the “Información Laboral” section, please enter your current position and institution of affiliation in the U.S.

8. In the “*Información de Salubridad COVID-19*” section, please specify if you are out of Colombia at the moment of submitting your online visa application, and any additional questions related to recent international travel and COVID-19 symptoms during the fourteen (14) days prior to the submission of your application.
9. A 4 cm (height) x 3 cm (width) JPG digital photo should be uploaded in the “*Foto Digital*” section. The visa application photo must be taken in full-face view, directly facing the camera, in front of an off-white background. The applicant’s face should be centered in the frame. Both eyes should be open, ears visible and no flashes may appear in the photo. Do not wear earrings or any other accessories that may cover the face. The digital photo size should not exceed 300 KB.
10. In the “*Documentos de Soporte Solicitud Visa*” section, the applicant must upload the following documents, in PDF format:
 - a. Biographical page of the applicant’s valid passport.
 - b. Copy of the passport page which has the stamped seal of the last entry to or exit from Colombia, or copy of the document that proves your regular stay in the country of residence other than your own, if applicable.
 - c. Copy of your last Colombian visa, if applicable.
 - d. A duly notarized power of attorney, only if the process is to be completed by proxy.
 - e. Visa letter provided by the Fulbright Commission in Colombia.
 - f. A signed letter in Spanish stating that at the moment of submitting your visa application you are in the United States, not in Colombia (template attached).

IMPORTANT

- Documents should be uploaded in the order outlined above.
- If you need to digitize a document, it is highly recommended to use a scanner. Avoid uploading photos of the required documents. If you do not have access to a scanner, you may use a smartphone application to scan or digitize documents.
- Avoid converting image documents to PDF format.
- Make sure that you have uploaded ALL the applicable required documents before submitting your application.

- If any document is missing or does not comply with the required format, the application will not be approved. All documents should not exceed 3 MB.
11. The platform will display the whole visa application in a single page, and the applicant must verify that all the information is correct. If the application process is successful, the grantee will receive a **visa application record number**, which must be saved in order to continue with the process.
 12. In the “*Solicitud Ante*” question, please select the nearest [Colombian consulate](#) office from your city of residence in the United States. In case of doubt, please contact your Program Officer at the Fulbright Commission in Colombia.
 13. Within five (5) business days of the application submission, the applicant should receive a response from the Ministry of Foreign Affairs regarding the visa request to the email account registered in the platform. Please keep in mind that the process may take more than five (5) business days, at the discretion of the Ministry of Foreign Affairs. However, if your application exceeds this timeline, please reach out to your Program Officer. If the visa request is approved, you will find your electronic visa enclosed. In the case that your visa application is returned (*requerida*), please check the adjustments or additional information required by the Ministry, as listed in the answer email.

Note: If the Ministry requests a clarification or additional documents, please note that the final response or approval can take one to two weeks in addition to the first 5-day period.

14. Please note that once your visa is approved, you will find the next steps in the confirmation email sent by the Ministry. These next steps may include payment instructions. However, you must **NOT** make any payment for the visa. In case of doubt, please contact your Program Officer at the Fulbright Commission in Colombia.
15. Not having the electronic visa issued before arrival or within the first week after your arrival to Colombia can be subject to a fine or a migratory penalty by the Fulbright Commission in Colombia and Colombian authorities. Likewise, it may jeopardize your Fulbright status and your Grant may be suspended or terminated if you don't abide by the grant terms. Failure to obtain your Colombian visa is detrimental to the relationship between the two governments. Therefore, your actions will be working against the spirit of the program, such as building mutual understanding.

Please note FFSB policies, as well as the T&C, that you signed: "A grant may be revoked, terminated, or suspended because of failure to comply with grant term". So your actions will have consequences regarding the Fulbright Grant status.

16. Once your electronic visa is issued, you must forward a digital copy (PDF file) of your visa to your Program Officer at the Fulbright Commission in Colombia.

V. Cédula de Extranjería Issuance

Upon arrival to Colombia, U.S. Fulbright grantees entering the country with a V-Type Visa must formalize their migratory status before the Colombian Authority for Migratory Control (Migración Colombia) and apply for a Cédula de Extranjería ID card, which will be the grantees' main ID document during the grant period in the country. To do so, the grantee must complete the following procedures within fifteen (15) days after arrival in the country:

Note: The Fulbright Commission recommends completing this process during the first week after your arrival.

1. Complete the "Online Registration of Migratory Procedures" available at the following link: <https://n9.cl/yi8bt>. Please select *Cédula de Extranjería*, as shown below, and fill out the required information.



Online Registration of Migratory Procedures

Type of request

Request : *

- Cédula de Extranjería
- Registro de Extranjero Menor a 7 años
- Permiso Temporal de Permanencia para Prorrogar Permanencia
- Permiso Temporal de Permanencia Para Cambiar Permiso
- Certificado de Movimiento Migratorio
- Certificado de Movimiento Migratorio y Nacionalidad
- Salvoconducto

Migration Services Center near you : * --SELECT--

The applicant must upload a scan of the biographical page of the passport used to enter the country and the PDF of the V-type Visa to this form.

Please bear in mind that for the Cédula de Extranjería ID issuance, you will be required a copy of a document certifying your blood type. If you do not

know what your blood type is, please make sure to take the test before traveling to Colombia.

- Request an appointment in the '**Agende su Cita**' section of the Migración Colombia Cédula de Extranjería website. Link: <https://migracioncolombia.gov.co/agendarsucita>.



Agende su Cita

Click here

MIGRACIÓN COLOMBIA

Agendamiento Web

Bienvenido al Sistema de Agendamiento Virtual de Citas de Migración Colombia, donde usted podrá solicitar, consultar o cancelar citas.

Los siguientes son los tipos de trámites que usted podrá agendar a través de este servicio:

- Cédula de Extranjería
- Salvoconducto
- Registro de Visa
- Certificado de Movimientos Migratorios
- Atención SIRE
- Procesos administrativos personas naturales – jurídicas

Agendar Cita

Ocultar
Seleccionar día
Buscar

enero de 2023

lun	mar	mié	jue	vie
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
16 Disponibles	86 Disponibles	84 Disponibles	84 Disponibles	86 Disponibles
30	31	1	2	3
83 Disponibles	89 Disponibles	83 Disponibles	85 Disponibles	87 Disponibles
6	7	8	9	10
82 Disponibles	87 Disponibles	86 Disponibles	89 Disponibles	89 Disponibles

Click on the date that works best for you. Then click on "buscar" and a full list with different schedule options will appear.

- Follow the instructions that will be received to the applicant's registered email account, and make sure to take the required documentation (Passport, Formulario Único de Trámites number, Blood Type certificate or document, and any other document listed in the appointment confirmation email).

4. Please save the record number and show up at the closest **Centro Facilitador of Migración Colombia**, in order to pay for the ID card¹, and complete the issuance process. Please verify the closest office at the following link: <https://n9.cl/5xuy>. Once issued, please forward a scan of your Cédula de Extranjería to your Program Officer at Fulbright Colombia.

Note: Not having the electronic visa issued before arrival or within the first week after your arrival to Colombia can be subject to a fine or a migratory penalty by the Fulbright Commission in Colombia and Colombian authorities. Likewise, it may jeopardize your Fulbright status and your Grant may be suspended or terminated if you don't abide by the grant terms. Failure to obtain your Colombian visa is detrimental to the relationship between the two governments. Therefore, your actions will be working against the spirit of the program, such as building mutual understanding. Please note FFSB policies, as well as the T&C, that you signed: "A grant may be revoked, terminated, or suspended because of failure to comply with grant term". So your actions will have consequences regarding the Fulbright Grant status.

VI. Check-Mig Registration

Migración Colombia launched the "Check-Mig" application. A technological tool designed by the Colombian immigration authority, which allows national and international travelers to preload all the information related to their travel, making the immigration control interview much faster, thus reducing the waiting time and the interaction between the Migration Officer and the passenger.

Information such as the flight number, the name of the airline, the reason for travel, accommodation details and health status information, among others, can be preloaded in this new application.

To register in "Check-Mig" you must enter twenty-four (24) hours in advance of your travel to Colombia, and up to one hour before the flight closes, to the following link: <https://n9.cl/zp3qe>. Enter the information requested in the form and you will receive an email with the confirmation of this process.

¹Subject to annual changes at the discretion of Migración Colombia.

VI. Final Remarks

1. Please have in mind that all formalities required for the issuance of the V Visa and the *Cédula de Extranjería* are the sole responsibility of the grantee.
2. In the eventuality of dependents planning to carry out study or work activities while accompanying the grantee during the Fulbright period in Colombia, they should apply for the corresponding type of visa. The Fulbright Commission in Colombia is not able to provide sponsorship for a work or student visa. In this case, the grantee must verify the required documentation for the corresponding type of visa for their dependent with the institution where they will carry out activities, as appropriate.
3. The grantee **must** leave the country before the date of expiration of the visa period. Staying in Colombia with an expired visa may be subject to a fine or migratory penalty by Colombian authorities.
4. This document was prepared by the Fulbright Commission in Colombia for informational purposes only. In case of any questions or concerns about migratory issues, please contact your Fulbright Program Officer.

PROCESO Programas	Fecha elaboración 30-05-2019	Fecha actualización 01-03-2023	Versión 3
DOCUMENTO Migration Procedures. Fulbright U.S. Grantees	Elaborado por Laura Reyes y Keilis Ospino - Profesionales de Apoyo Programas. Juan Suárez y Sergio Sánchez - Coordinadores de Programas.		Aprobado por Adriana Prieto - Directora de Programas
RESPONSABLE Programas	Revisado por Ana María Carvajal - Asesora Educativa Adriana Prieto - Directora de Programas		Código PG-AN-03

SISTEMA INTEGRADO DE GESTIÓN FULBRIGHT

Una vez descargado o impreso este documento se considerará una COPIA NO CONTROLADA.

Los documentos actualizados del SIG se encuentran disponibles en Drive SIG

CHANGES CONTROL

Versión	Date	Items	Description of the modification
1	30-05-2019	All	The document is created
2	04-12-2020	All	<ol style="list-style-type: none"> 1. Adjustment of the document name "Permiso Temporal de Permanencia", previously called PIP. 2. Adjusted the minimum period of validity of the passport (3 months after the end of the visa period), instead of one (1)

			<p>month.</p> <ol style="list-style-type: none"> 3. We include that the stamping of the visa will be optional, and that the electronic visa will be valid to apply for Cédula de Extranjería. 4. We included specific instructions for some fields not previously included and new sections such as "COVID-19 Health Information". 5. We recommend completing the "Cédula de Extranjería" application process during the first week after the grantee's arrival. 6. We included a Section related to the Check-Mig form that must now be filled out by all foreigners entering the country.
3	01-03-2023	All	<ol style="list-style-type: none"> 1. We modified the title of the document from <i>How to Apply for a V Visa</i> to <i>Migration Procedures. Fulbright U.S. Grantees</i>, considering that this is a more comprehensive title for this document. 2. We have updated the section on how to apply for the Cedula de Extranjería. Previously there was general information, and this time we detail the step-by-step process, which includes: entering the migration webpage, completing the migration form to formalize their status, scheduling an appointment in the added link, attending the appointment, having the blood type certificate ready, and waiting for the delivery of the document in the stipulated times. 3. We have added a note specifying that grantees may pay penalties if they fail to comply with the required documents within the stipulated time, as well as, it may jeopardize their Fulbright status and their Grant may be suspended or terminated if they don't abide by the grant terms.
4	25-08-2023	All	The document encoding is modified, changing from PG-MA-03-AN-01 to PG-AN-03.

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