



The latest bylaws to obtain a visa in Ecuador came to effect on Nov. 2017. We are providing two options for incoming students to enter Ecuador lawfully, please review Option 1 and 2.

Additionally, starting February 6, 2018, students will need to have their health insurance policy on hand to enter Ecuador as officers at port of entry can ask for proof. The letter has to state dates of coverage, amount of coverage, policy number and contact phone number. Insurance cards will not serve as evidence.

**Citizens from the following nationalities MUST obtain a visa to enter Ecuador (no matter the number of days they plan to stay): Afghanistan, Angola, Bangladesh, Cameroon, Cuba, Democratic People's Republic of Korea, Democratic Republic of Congo, Eritrea, Ethiopia, Gambia, Ghana, Guinea, India, Iraq, Lybia, Kenia, Nepal, Nigeria, Pakistan, Syria, Senegal, Somalia, Sri Lanka and Venezuela.**

If your students are coming for less than 180 days (and are not from one of the nationalities previously mentioned), the bylaws of the Ecuadorian Mobility Law, article 40, allow students to enter Ecuador with an invitation letter issued by USFQ for a period of less than 180 days – this applies to students that have not been in Ecuador 365 days prior to their arrival for the beginning of their program at USFQ. Students must present the invitation letter issued by USFQ, ask if they have the 180 days and if the person does not know, ask to speak with the supervisor. In case the supervisor does not grant the 180 days, and/or if the student did not present the invitation letter, the student will have to extend their permit of residence in Quito (tourist visa extension).

If the students will like to return to Ecuador within 365 days of the planned arrival date, we strongly suggest to get a visa as the 90 tourist days can be renewed one year after the date of entry.

#### Option 1 –

**Temporary Residence Visa - Student** (obtained in Embassy/Consulate Abroad):

##### General Considerations:

- This visa is mandatory for students who will stay more than 180 days. Special cases:
  - If you are playing for an Ecuadorean sports team.
  - If you have already been in Ecuador and it has not yet been a full year since you left.
  - If you plan to visit Ecuador (again) in less than 365 days after your program is done.
  - If you plan to do tourism with your family after your program.
- If you **FAIL** to obtain a visa abroad, bring ALL documentation to Ecuador in order to process the Temporary Resident Visa.
- GAIAS students do not need resident visas as they are not staying in the Galapagos for longer than 60 days.

##### Process:

Reach out to your nearest Ecuadorian consulate and apply for the Temporary Resident Visa for Students (Visa de Residente Temporal – Estudiante). You will need to follow these steps:

- a) Apply through the online application portal (more information [here](#). (Click on OTHER NATIONALITY. BOTTOM RIGHT HAND SIDE)
- b) Present the application form. Available after you apply online.
- c) Present the original valid passport and its copy.
- d) Present an **Apostilled Federal & State Background check** (find attached examples on the document Examples Temporary Resident Visa Documents) The process to obtain an FBI background check is as follows (find more information about this process [here](#)): PLEASE ask your local Consulate if they are willing to take one background check ONLY and/or NO apostille. They might do so.
  - FBI background check [form](#)
  - Finger print form ([FD-258](#)) – see locations [here](#) Once this is submitted, the process can take up to 5-7 business days
  - The cost of the FBI report is **\$40.00 USD** (not including shipping – find out more [here](#)) In the USA, this process can be expedited through a private company for approximately \$80.00 USD and can be obtained in 2 days.
  - The cost to get the documents **apostilled** is approximately an additional **\$200.00 USD**
- e) Bank certificate under the students' names with at least \$1,500 USD or its equivalent in other currencies of available funds (any of the following is sufficient and **cannot be older than 15 days** prior to obtaining the appointment at the consulate):
  - A letter from the bank stating that they are the account holders (not their parents) and that they have at least \$1,500.00 USD of funds available.
  - A print out of the online bank statement showing their names as the account holders and a minimum balance of \$1,500.00 USD.
  - A letter from their credit card company stating that they are the account holders and the maximum credit card limit.
- f) Admittance letter from USFQ (documents provided by USFQ)



g) A letter from the international health insurance provider stating their name, coverage period, and benefits. (THE COPY OF THE INSURANCE CARD IS NOT ACCEPTABLE. IT HAS TO BE A LETTER. IT CAN BE FROM THEIR HOST UNIVERSITIES).

h) Visa application cost: \$150.00\* USD (**not including** federal and state background checks or the cost of having the documents apostilled)

Please note that **each Ecuadorian consulate may ask for additional/different documents**; it is extremely important that the students get in touch with their closest Ecuadorian consulate to confirm what documents they will be required to present and be in touch with us in case they have questions.

**\*Visa costs may vary as it is a percentage of the minimum Ecuadorean wage and this is adjusted every year.**

## Option 2: Tourist Visa Extension

### Tourist visa extension:

The extension permit will be processed at the end of the initial 90-day free entry period, allowing students to stay for a total of 180 days. Students will be able to travel out of Ecuador for the first 90 days. Please do not travel after day 85 to 90. Every time the student leaves, the count will stop. For example, if they leave on day 60 to Peru for 10 days they will come back to day 61. We will need to know when students come in and out in order to know when their 90 days are up. Once their 90 days USFQ will have 30 days to process the extension permit. **Students should not plan to travel outside Ecuador or to the Galapagos until the extension is granted.**

The process is simple and students will need to present the following documents:

- Extension permit [form](#)
- Original Passport and a color copy - THE PASSPORT HAS TO BE SIGNED BY STUDENTS.
- Extension Permit fee: \$133USD (this may change in time, as the fee is equal to 1/3 of the minimum salary in Ecuador which is adjusted to inflation each year) \*\*.
- A letter from their international health insurance provider stating their name, coverage period, and benefits. (THE COPY OF THE INSURANCE CARD IS NOT ACCEPTABLE, it has to be a letter as previously mentioned. The letter can be issued by the home University).

**\*\*Extension costs may vary as it is a percentage of the minimum Ecuadorean wage and this is adjusted every year.**

Students will need to present their invitation letter at the migratory point of entry and let the officers know that they will be studying in Ecuador for less than 180 days.

Once again, if students are coming for a full academic year, USFQ recommends that students secure their visas in advance (Option A).

**PLEASE READ CAREFULLY: in case students, do not convey information regarding travel dates to International programs, present documents on time and accordingly, or show up to their visa appointment, they will forgo USFQ's visa services and will need to cover ALL EXPENSES involved in their visa process (extension or temporary residence visa) themselves.**

Do not hesitate to contact OPI in case there are questions.

If you are looking information regarding customs and limits to bring to Ecuador this is a website where you could find information:

<https://www.aduana.gob.ec/conozca-la-lista-de-efectos-personales-del-viajero/>

### Useful links:

Consulado Virtual: <https://www.consuladovirtual.gob.ec/web/guest/inicio>

My FBI Report: <https://www.nbinformation.com>

FBI Background Check Form: <https://www.nbinformation.com/order.php#forms>

FD-258: <https://www.fbi.gov/file-repository/standard-fingerprint-form-fd-258-1.pdf/view>

Fingerprinting locations: <https://www.nbinformation.com/locations/>

FBI Report Cost: <https://www.nbinformation.com/faq.php#q130>

Tourism extension form: <https://www.ministeriodegobierno.gob.ec/wp-content/uploads/2020/01/nuevo-formulario-ciudadano-prorrogas-2020.pdf>

**Nationalities that MUST have visa to enter Ecuador:** <https://www.cancilleria.gob.ec/paises-que-deben-presentar-visa-para-ingresar-al-territorio-ecuatoriano/>



**Visa Documents to Apply for the Temporary Resident visa in a Consulate Abroad or in Quito**

- ☐ FBI Background check, apostilled
- ☐ State Background check, apostilled
- ☐ Insurance letter stating your name and coverage (it can be in English)
- ☐ Bank Statement (it has to show your name and a minimum of \$1500, it can be in English, but can't be older than 15 days).
- ☐ USFQ Acceptance letter
- ☐ Passport or wallet size picture with white background
- ☐ Color copies of the passport and the entrance stamp if you are applying in Quito (the copies will be done at USFQ)

\*Make sure that you apostille the original FBI and State Background check, not the translation.

\* FBI Background Check and State Background must be updated and can't be older than two months.

\* Passport can't expire during the time abroad.

\* Some Consulates might ask different or more documents.

Description of examples:

**Page 1:** FBI Background Check

**Page 2:** Apostille of the FBI Background Check

**Page 3:** State Background Check\*

**Page 4:** Apostille of the State Background Check

\*Each state has a different format

Background checks are only valid 120 days for Ecuadorian authorities. Therefore, students should get their certificates 100 days before their arrival to Ecuador.



## U.S. Department of Justice

Federal Bureau of Investigation  
Criminal Justice Information Services Division  
Clarksburg, WV 26306

here it will show:

Student's Name

Student's Address

2104547346

Date: 05-31-2018

The Criminal Justice Information Services (CJIS) Division of the Federal Bureau of Investigation (FBI) has completed the following fingerprint submission:

Subject Name

Here it will show: Student Name

Search Completed Result

05-31-2018 E2018151000000106402

A SEARCH OF THE FINGERPRINTS PROVIDED BY THIS INDIVIDUAL HAS REVEALED NO PRIOR ARREST DATA AT THE FBI. THIS DOES NOT PRECLUDE FURTHER CRIMINAL HISTORY AT THE STATE OR LOCAL LEVEL.

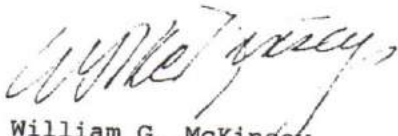
Date of Birth: 01/01/1997  
Social Security number: XXX-XX-XXXX

The result of the above response is only effective for the date the submission was originally completed. For more updated information, please submit new fingerprints of the Subject.

In order to protect Personally Identifiable Information, as of August 17, 2009, FBI policy has changed to no longer return the fingerprint cards. This form will serve as the FBI's official response.

This Identity History Summary (IdHS) is provided pursuant to 28 CFR 16.30-16.34 solely for you to conduct a personal review and/or obtain a change, correction, or updating of your record. **This IdHS is not provided for the purpose of licensing or employment or any other purpose enumerated in 28 CFR 20.33.**

Any questions may be addressed to the Customer Service Group at (304) 625-5590. You may also visit the website at [www.fbi.gov/checks](http://www.fbi.gov/checks) for further instructions.

  
William G. McKinsey  
Section Chief  
Biometric Services Section  
Criminal Justice Information  
Services Division

## APOSTILLE

(Convention de La Haye du 5 octobre 1961)

1. Country: United States of America

This public document

2. has been signed by William G. McKinsey

3. acting in the capacity of Section Chief, Biometric Services Section

4. bears the seal/stamp of U.S. Department of Justice, Federal Bureau of Investigation

### Certified

5. at Washington, D.C.

6. the twenty-sixth of September, 2018

7. by Assistant Authentication Officer, United States Department of State

8. No. 18061560-1

9. Seal/Stamp:

10. Signature:

Zelda Daley  
Zelda Daley





ICHAT

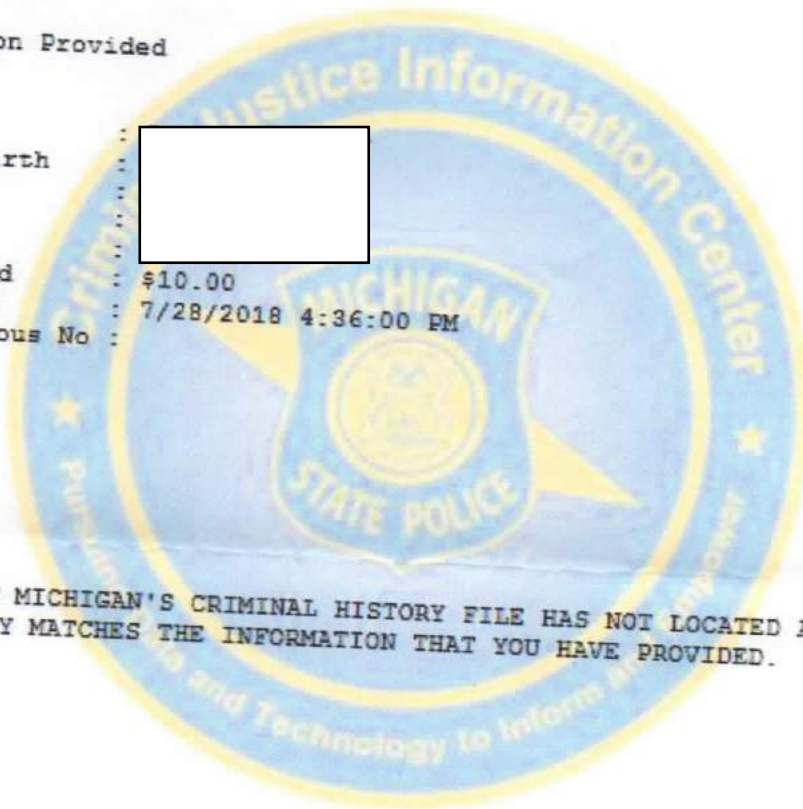
INTERNET CRIMINAL HISTORY ACCESS TOOL

BRING IT TO YOU BY



### Information Provided

Name :   
Date of Birth :   
Gender :   
Race :   
Reason :   
Amount Paid : \$10.00  
Order Date : 7/28/2018 4:36:00 PM  
Miscellaneous No :



A SEARCH OF MICHIGAN'S CRIMINAL HISTORY FILE HAS NOT LOCATED A CRIMINAL RECORD THAT EXACTLY MATCHES THE INFORMATION THAT YOU HAVE PROVIDED.

*Davein Stinly*

DATE PRINTED: 7/28/2018

Page 1



RACHAEL WESSING  
Notary Public, State of Michigan  
County Of Van Buren  
My Commission Expires 06-21-2024  
Acting in the County of Kalamazoo

*Rachael Wessing*

# State of Michigan



DEPARTMENT OF STATE

## APOSTILLE

(Convention de La Haye du 5 Octobre 1961)

**UNITED STATES OF AMERICA**

**1. Country:**

*This public document*

**2. has been signed by:**

**RACHAEL WESSING**

**3. acting in capacity of:**

**Michigan Notary Public**

**4. bears the seal of:**

**RACHAEL WESSING**

**VAN BUREN County, Michigan**

### **CERTIFIED:**

**5. at Grand Rapids , Michigan**      **6. the 2nd of August, 2018**

**7. by Secretary of State, State of Michigan**

**8. NO. 220272-1-570270-263**

**9. Seal/Stamp:**

**10. Signature:**

**Ruth Johnson**



This certification attests only to the authenticity of the signature of the official who signed the affixed document, the capacity in which that official acted, and where appropriate, the identity of the seal or stamp which the document bears. This certification is not intended to imply that the contents of the document are correct, nor that they have the approval of the State of Michigan.