

## IMPORTANT DOCUMENTS REQUIRED BY THE CHILEAN IMMIGRATION AUTHORITIES



Dear Student and Parents:

**IF YOU ARE UNDER 18 YEARS OF AGE YOU WILL NEED THE ENCLOSED PARENTAL AUTHORIZATION FORM (“AUTORIZACIÓN/AUTHORIZATION”) IN ORDER TO LEAVE CHILE AT THE END OF YOUR PROGRAM.** This is an extremely important required document.

This form will also be required by your Consulate in order to apply for your visa. The Consulate should return the Parental Authorization form to you with their stamp (also known as “Legalization”) on it around the time when they return your passport with your Chilean visa.

**If you are under 18 Chilean Immigration will need to see this Parental Authorization document ANY TIME YOU LEAVE CHILE.**

Before you depart for your program, please **send the Parental Authorization form legalized by your Consulate, to AFS USA** so that we may forward it to AFS Chile and guarantee that you will have a form to leave Chile for any trips during your stay and to go home at the end of your stay.

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**In order for your Consulate to be able to Legalize (stamp) your Parental Authorization form you must:**

(1) Have your parents complete and sign the Parental Authorization Form below in front of a ***Notary Public***, who will also stamp and sign the form.

(2) Once notarized, the form must be **certified by the authority that has the Notary’s signature and license on file**. In some states this authority may be a County Clerk and in others it may have to be certified directly by the **Secretary of State’s office**. If the Form is certified by the Secretary of State’s Office, the internationally recognized certification they will use is called an **“Apostille”** (pronounced AH-poh-STEEL). Ask your Notary Public who issued them their license, that authority must certify the Notary’s signature.

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*(IMPORTANT DOCUMENTS REQUIRED BY CHILEAN AUTHORITIES, continued)*

(3) Call the Chilean consulate that has jurisdiction over your state, or check their website, to verify their specific requirements and **fees** for legalizing documents – some consulates have this information listed online under “*LEGALIZATIONS*” or “*LEGALIZING DOCUMENTS*”. You will need to know what stamps and certifications they require on your parental consent form before they can stamp it. **(The fee is usually \$12 payable by money order but it will be good to verify this).**

- Send the signed, notarized, and state or county certified Parental Consent form to the Chilean consulate when you submit your visa application.
- Enclose a note explaining to the consulate that you need this form **legalized and returned to you** with your visa. Provide a return addressed, pre-paid, overnight envelope that the Consulate can use to return necessary documents.
- **NOTE:** Sometimes Consulates forget to send or give back your Parental Authorization form or they do not return it if you have not included the proper fees and stamps. If you do not receive it back before you get your visa or with your visa please contact the Consulate to find out about the form.

**When you receive back the legalized Parental Consent form, please make a photocopy for yourself to take with you and send the original back to AFS at the PORTLAND address :**

**AFS-USA  
ATTN: Visa Coordinator / Chile  
506 SW Sixth Avenue  
2<sup>nd</sup> Floor  
Portland OR 97204**

**NOTE:** If your parents do not live together or if one or both of them do not live with you, please see the attached **PARENTAL CONSENT FORM FACT SHEET** for information on whose signature will be required.

*If you have any questions, please do not hesitate to contact your Visa Coordinator at 1-800-237-4636, ext. 1558.*

**PARENTAL AUTHORIZATION FORM FOR  
YEAR PROGRAM SUMMER 2008  
FOLLOWS**

**AUTORIZACIÓN**  
Authorization

Yo, \_\_\_\_\_  
( I )

**Nacionalidad** \_\_\_\_\_  
(Nationality)

**Pasaporte or C.I. No.** \_\_\_\_\_  
(Passport or ID No.)

**Domicilio** \_\_\_\_\_  
(Address)

**Pais** \_\_\_\_\_  
(Country)

Yo, \_\_\_\_\_  
( I )

**Nacionalidad** \_\_\_\_\_  
(Nationality)

**Pasaporte or C.I. No.** \_\_\_\_\_  
(Passport or ID No.)

**Domicilio** \_\_\_\_\_  
(Address)

**Pais** \_\_\_\_\_  
(Country)

**Autorizamos a nuestro (a) hijo/hija:**  
We authorize our minor son/daughter

**Para entrar y salir de Chile cuantas veces sea necesario, durante el periodo comprendido entre esta fecha y el 30 de Agosto 2009 para todos los efectos legales.**

To travel to and from Chile as many times as necessary, during the time between this date and August 30, 2009 for all legal matters.

**Periodo durante el cual el/ella se encuentra en Chile como estudiante de intercambio de AFS Programas Interculturales.**

Time during which he/she is an exchange student, in Chile, sponsored by AFS Intercultural Programs.

\_\_\_\_\_  
**Firma del Padre (o tutor legal)**  
Father or legal guardian's signature

\_\_\_\_\_  
**Firma de la Madre (o tutor legal)**  
Mother or legal guardian's signature

**Fecha:** \_\_\_\_\_  
(Date)

**Fecha:** \_\_\_\_\_  
(Date)

**NOTA: Este formulario debe ser firmado ante Notario Publico y luego autenticado por el Consulado de Chile que corresponda a su domicilio.**

Note: This form must be Notarized by a Notary Public and authenticated by the Chilean Consulate with jurisdiction over the state where the parents reside.

State of \_\_\_\_\_ }

County of \_\_\_\_\_ }

Sworn to me on this \_\_\_\_\_ day of \_\_\_\_\_, year \_\_\_\_\_.

Signature of Notary Public \_\_\_\_\_.

**YEAR Program**

## **AFS PARENTAL CONSENT FORM FACT SHEET**

Many consulates/ foreign governments require proof that the legal parents have given their permission for their minor child to travel abroad without them. This is done in order to avoid problems with runaways, international custody battles and other lawsuits. Generally, Both natural parents must sign the PCF. Both signatures must be notarized by a Notary Public.

### **Students Over 18**

Students who will be over 18 one month before departure need not submit a PCF, except for countries where the legal age is higher (in Argentina, Japan and Chile, the legal age is 21).

### **Divorced Parents**

Both parents must sign if they were granted rights of visitation. If visitation rights were not granted, and a photocopy of the divorce papers are submitted as proof of this fact, then only the custodial parent need sign the PCF. Copies of the parental consent form may be made to be signed and notarized by each custodial parent separately.

If the parent has full custody and the absent parent needs written permission to visit the child then the signature of the non-custodial parent is not required. Legal proof of this situation must be presented to the Consulate.

The divorce decree must be reviewed to assure that the visitation situation is clearly spelled out. If the non-custodial parent has not taken advantage of the visitation rights, and has no contact with the child, a statement from a lawyer must be presented (see AWOL section in this document).

### **Name Differences**

When parents use a different last name from the child, consulates often feel insecure about whether the signer is in fact the parent of the child. Name difference may occur because:

- Mother has remarried.
- Mother is using her maiden name.
- Child never took father's name.
- Child is using stepparent's name.
- etc.

The most common document to submit in such a case is a photocopy of the divorce decree but in some cases the child's birth certificate showing parents names, name change paper (copy of marriage license) or adoption papers will suffice. In selecting a document, remember that the purpose is to establish that the signer is the natural parent of the child.

### **Living In Different Cities**

If one parent does not live at home photocopy the Parental Consent Form and send a copy or copies to the absent parent. If AFS is obtaining the visa the form can be sent to AFS directly. If the student is obtaining the visa through the Consulate of Jurisdiction the form must accompany all other documents. It is acceptable for a parent to draw up a facsimile form. The facsimile must include a statement to the same effect as that on the AFS form, and it must be notarized.

### **Single Unmarried Parent**

It is best to provide, along with the Parental Consent Form, your child's birth certificate, which proves that you are the single, unmarried parent of the child. In the case that you have adopted your child, include copies of the adoption paperwork with your Parental Consent Form to prove that no other parent signature is required.

### **One Parent Deceased**

The surviving parent must sign the PCF and attach a photocopy of the death certificate.

### **Both Parents Deceased**

The legal guardian(s) of the child must sign the PCF and attach proof of legal Guardianship. Copies of the death certificates may be required.

### **Stepparents**

Unless they are legal guardians of the child through adoption or custody agreement, Stepparents must not sign the PCF. Legal guardianship must be documented.

### **AWOL**

If one parent is missing or completely out of touch, a recent notarized affidavit from a lawyer should be submitted to the effect that the absent parent has been out of touch for a significant period of time. Even with this documentation, it is uncertain that the consulate will issue a visa in this situation.