

LANGUAGE AND CULTURE ASSISTANTS IN SPAIN

Program Conditions for Renewals – 2025-2026 school year

The following information pertains to **current language assistants** in the Ministry of Education of Spain Language Assistants Program who wish to renew their participation for the 2025-2026 school year.

Language and culture assistants who **are NOT currently** in the Ministry of Education program (those who did **NOT apply on the PROFEX 2 portal or were NOT selected by the international organizations in their country**) and wish to participate in this program must submit their application as **NEW APPLICANTS**, not as RENEWALS.

1. RENEWAL CONDITIONS BY COUNTRY OF CITIZENSHIP

CITIZENS OF COUNTRIES WITH SPECIFIC RENEWAL REQUIREMENTS

- **Italy:** Italian language assistants CANNOT renew.
- **China:** Chinese language assistants CANNOT renew.
- **The Philippines:** Filipino language assistants have a 2-year participation maximum in the program.
- **India:** Indian language assistants have a 3-year participation maximum in the program.
- **The United Kingdom:** Citizens from the UK must request renewal through the [British Council](#), following the established processes and timelines. These candidates must also submit the renewal application through the Profex 2 platform (sections 3 and 4).
- **Switzerland:** Language assistants from Switzerland must request renewal through Movetia, following the established processes and timelines. These candidates must also submit the renewal application through the Profex 2 platform (sections 3 and 4).

CITIZENS OF ALL OTHER COUNTRIES:

Language assistants from **Australia, Austria, Belgium, Brazil, Bulgaria, Canada (English and French), the Czech Republic, Denmark, Finland, France, Germany, Hungary, Iceland, India, Ireland, Ivory Coast, Luxembourg (English), Malta, Morocco, Norway, New Zealand, The Netherlands, Oceanic countries (Fiji, Solomon Islands, Tonga, and Vanuatu), The Philippines, Poland, Portugal, Singapore, Sweden, Switzerland, Tunisia the United Kingdom and The United States:**

- Must apply for renewal through the Profex 2 portal following the procedure explained below.
 - Refer to this [map](#) to see which regional education offices you can request based on your country of citizenship.
- Check the [Conditions per Regional Education Offices](#) to see if you meet the requirements for your desired placements.

2. SELECTION CRITERIA

- **Renewing in the program is not automatic.** The Language and Culture Assistants Program favors mobility and new candidates. Renewal criteria varies based on the applicant's country of citizenship and the regional education office where they would like to be placed. There is a total 5-year maximum in the program although your regional education office may also have maximum year limits.
- The allocation of renewal positions is a decision made by the Regional Education Offices and the Ministry of Education of Spain. Compliance with the requirements is in no case decisive for the placement, which will depend solely on the available positions and the suitability of the candidate's profile for each school.
- In order to renew, you need a positive review on the [School Evaluation Report](#) from your current school. This report is a mandatory requirement to renew in the program.
- In general, and for both the Regional Education Offices cohorts and the Ministry of Spain cohort, placements are assigned according to your application number AND the following criteria:
 1. First year renewals in the same region.
 2. First year applicants and first year renewals in a different region.
 3. 2nd, 3rd, and 4th year renewals.

PLEASE NOTE: Language assistants who withdraw from the program at any time during the school year need to be aware that that year will be counted as one more towards the 5-year maximum even if it was not completed until the end date. Check your status on Profex 2.

3. APPLYING FOR RENEWAL

The opening of the application period will be announced through an official call usually in February. All applications are online and use the Ministry of Education of Spain portal called Profex 2. Please use the same profile (passport number/national identify card and email address) used for registration on Profex 2 during the previous cycle.

At the beginning of the process, on the Profex 2 portal, please select **RENOVACIÓN** (Renewal). Please follow the instructions for submitting your application in the Handbook for Renewals.

REQUIRED DOCUMENTATION FOR RENEWING:

1. A copy of your passport (or national identity card for candidates from Schengen countries). The passport validity must be through June 2026.
2. A positive rating on your [School Evaluation Report](#) signed and officially stamped by the director/principal. It is recommended to use the template suggested on the website, but another format can also be used. The applicant must scan and upload it onto the corresponding section of the application. If you are placed in two schools, both reports must be scanned and uploaded as a single document.
3. A completed [Health Statement and Statutory Declaration](#) on the Conditions of the Language Assistants Program.

STEPS

1. Fill out the application using the [Handbook for Renewals](#) and upload the required documentation.
2. Once the application is submitted, it will be under the Profex status EN REVISIÓN (UNDER REVIEW).
3. If the renewal application meets all the necessary requirements and the School Evaluation Report states a positive review, your Profex status will change from EN REVISIÓN (UNDER REVIEW) to ADMITIDA (ADMITTED). The applicant will receive an automatic email stating this change in status on the Profex 2 portal.

Despite the terminology, ADMITIDA status only indicates that the requirements for renewal have been successfully completed. It does not mean that your renewal has been admitted nor does it guarantee being awarded a placement. Simply, it means that you are now eligible to receive a placement. The allocation of renewal placements is based solely on the availability of placements, the suitability of the applicant's profile for that given school and the decision of the regional education offices and the Ministry of Education.

4. When an applicant is assigned a placement, the status of the application will change to CANDIDATO SELECCIONADO (Selected candidate). The applicant will receive another email offering a placement. They must **accept the placement within 3 days**. If they do not accept or respond to the email, they will be withdrawn from the program. If accepted, your status will change to PLAZA ACEPTADA (Accepted position). You are now officially renewed in the program.
5. Language assistants will receive their placement letter and specific details concerning the placement later on.
6. The timing of when you receive a placement varies according to the applicant's country of origin and the regional education office. Placements may be awarded throughout the summer. Applicants may be contacted to fill placement withdrawals, a process which can go through the fall.

4. RENEWAL CONDITIONS PER THE REGIONAL EDUCATION OFFICES

For guidelines in choosing a regional education office for renewal, please refer to the following information: [Conditions per Regional Education Offices](#).

IMPORTANT INFORMATION FOR NON-UE CITIZENS:

It is crucial that you renew your **TIE** (residency card). You can do this 60 days before the expiration date up until 90 days after that date (5 months).

Once your TIE expires, you can stay in Spain for up to 90 days, but you cannot travel through the Schengen area, unless you apply for a **Tourist Authorization**.

If you have requested your TIE renewal and you wish to return to your country during the renewal process, you must apply for a **Rethurn Authorization (Regreso)**.