

PANGEA OFFICES



IN ALICANTE

The Alicante City Council has **two Pangea technical offices** where you can receive information about the procedures described in the "Welcome Journey".

Pangea North Office

Centro Municipal Integral "Plaza de Argel"
Plaza de Argel, 5, 2ª planta.
03011, Alicante.
965 127 347

Pangea Centre Office

Centro Comunitario "Plaza del Carmen"
Plaza del Carmen, 9, 1ª planta.
03002, Alicante.
965 203 264

To learn more: oficinapangea.alicante@alicante.es



To learn more:



Public Rights Department
(Concejalía de Derechos Públicos)
Calle Cándida Jimeno Gargallo, 1, 9ª planta
03001, Alicante



All these procedures
are free of charge

WELCOME JOURNEY FOR MIGRANTS



MUNICIPAL CENSUS REGISTRY ENROLMENT (EMPADRONAMIENTO)

This is the most important individual procedure document that grants access to:

- Request for SIP Health Insurance Card.
- School enrolment for minors.
- Access to procedures related to residence and work permits.
- Request for the exchange of a driver's license.

In-person procedure at the Citizen Assistance Office (OAC). Monday to Friday from 9am to 6pm:

- OAC Cervantes. Calle Cervantes, 3.
- OAC Séneca. Calle Portugal, 17.

By appointment: 010 | 900 15 38 62

SIP CARD (TARJETA SANITARIA)

The SIP Card entitles you to public health care. Its issuance is managed at the Health Centre closest to your place of residence.

In Alicante: 13 Health Centres and 2 General Hospitals.

- Make an appointment with the Social Care Unit (Unidad de Trabajo Social) of your Health Centre to assess access to the healthcare system.

SCHOOL ENROLMENT FOR MINORS (ESCOLARIZACIÓN DE MENORES)

a) During the regular period > GVA.

Enrolment should be done at the school closest to the minor's residence during the periods established for each educational stage.

b) Enrolment outside the regular period for pre-school, primary and secondary school > Education Department (Concejalía de Educación).

Monday to Friday from 9am to 1pm:

- Calle Maldonado, 9.

By appointment:

965 23 39 48 | 965 23 39 49

educacion@alicante.es

DEGREE RECOGNITION (HOMOLOGACIÓN)

- a) Non-university degrees.
- b) University degrees.

Application period is permanently open.

- Online procedure: accessed via user registration or digital certificate/CI@ve.

PERMANENT COURSES (FORMACIÓN PERMANENTE)

Spanish courses for foreigners. Pre-registration required.

- Check the calendar on the City Council's website.

DRIVER'S LICENSE EXCHANGE (CANJE PERMISO DE CONDUCIR)

Get your driver's license recognized by exchanging it for the equivalent Spanish license. In-person procedure and by appointment.

Provincial Traffic Headquarters Alicante (Jefatura Provincial de Tráfico Alicante).

Calle Catedrático Ferre Vidiella, 4.

965 12 54 66

From 16 September to 15 June*: Monday to Wednesday, 8:30am-2:30pm; Thursday, 8:30am-2:30pm and 3:30pm-5:30pm; Friday, 8:30am-2:00pm.

*Check summer hours and special days on the website.

📍 Countries with which an exchange agreement exists.

DIGITAL CERTIFICATE (CERTIFICADO DIGITAL)

It is a digital document that contains your identification data. It allows you to identify yourself online to securely exchange information with other people and organizations. This procedure is in-person and by appointment:

- At the Citizen Assistance Office (OAC).
- At any of the User Registration Points (PRU).

FREE LEGAL ASSISTANCE (ASISTENCIA LEGAL GRATUITA)

Request for free legal assistance from the Alicante Provincial Bar Association (ICALI).

Calle Gravina, 4.

966 23 01 04



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