

Costa Rica – national procedures for transfer of sentenced persons
Updated August 20, 2026

The information contained in this table should be updated on a yearly basis.

The Central Authority (name of the institution, address, telephone, fax and e-mail where available) responsible for the transfer of sentenced persons:	Dirección General de Adaptación Social , Ministerio de Justicia y Paz. Phone and fax (506) 22554405. wcorea@mj.go.cr Walter Corea is the person responsible to deal with all issues in regards to transfer applications.
If different from the Central Authority, the authority to which the request should be sent (name of the institution, address, telephone, fax and e-mail where available):	The same one as above. Dirección General de Adaptación Social, Walter Corea Quiros email wcorea@mj.go.cr
If different from the Central Authority, the Authority/ies in charge of coordinating and/or implementing the physical transfer of the person concerned (name of the institutions, address, telephone, fax and e-mail where available):	The same one as above Dirección General de Adaptación Social, Walter Corea Quiros e mail wcorea@mj.go.cr
Channels of communication for the request for the transfer of sentenced persons (directly, through diplomatic channels or other):	Request can be sent directly to Walter Corea wcorea@mj.go.cr or Ministerio de Relaciones Exteriores San Jose Costa Rica. Cooperación Jurídica Internacional, cooperacionjudicialinternacional@rree.go.cr .
Means of communication (e.g. by post, fax, e-mail ¹):	All final approvals (hard copy) need to be sent through Foreign Affairs office at Ministerio Relaciones Exteriores San Jose, Costa Rica and via e mail at cooperacionjudicialinternacional@rree.go.cr

¹ Please indicate if encryption or electronic signature is required.

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Language requirements:	English French and Spanish
Documentation required:	For Approval, signed request for transfer, copy of the sentence with a description of the criminal facts included in the sentence imposed; pre-trial detention, credits approved by State that imposed the sentence; reports such as an updated medical, work and studies while the person has been in jail (a complete detailed time spent on those activities), a report that states either is a high risk or low risk profile inmate (violent)
Continued enforcement or conversion of the sentence ² :	Conversion of the sentence, this takes place after the person is transferred. In most cases (most inmates transferred have completed their sentence in the same terms it was imposed in the sentencing State)
General rules on early release:	Any inmate is eligible to review and apply for parole once he has completed half of his (her) sentence. Nevertheless, it is very unlikely for those who have committed serious crimes such as murders, child abuse or conspiracy for trafficking drugs.
Scope of application with regard to transfer of mentally disordered persons:	They have the right to get back home. A medical report is needed, and should include the current mental health status to travel and the recommendation and measures for this task. Safety protocols are applied by airlines and it is very unlikely to have approval for transfer if the person has serious mental health issues.

² In case the sentence is converted, please specify whether this is done before or after the transfer has taken place.

Scope of application with regard to nationals and/or residents:	Residents are not yet included in all treaties signed by Costa Rica
Other particularly relevant information (such as practice regarding time limits or revocation of consent):	Consent can be revoked if there are new charges against the inmate before transfer takes place. Costa Rica can also cover the expenses of foreign inmates for transfer. Budgets changes from year to year but it is a financial option to be consider. This includes air fare tickets (Costa Rica official escorts).

Links to national legislation, national guides on procedure:	https://www.tse.go.cr/pdf/normativa/codigoprocesalpenal.pdf http://www.cicad.oas.org/fortalecimiento_institucional/legislations/PDF/CR/ley_8204.pdf https://www.oas.org/juridico/mla/sp/cr/sp_cri-int-text-cpp.pdf
Link to information about the Convention (according to Article 4) in the official language(s) of the State Party (see also Rec. R (84) 11 of the Committee of Ministers concerning information about ETS°112	

and PC-OC INF 12):	
For Parties to the Additional Protocol	
Information on the implementatio n of Article 2 (e.g. interpretation of “by fleeing to”):	
Information on the implementatio n of Article 3 (e.g. interpretation of the requirement of a consequential link between the decision on expulsion and the sentence):	
Other relevant information:	Costa Rica can also cover the expenses of foreign inmates for transfer. Budgets changes from year to year but it is a financial option to be consider. This includes air fare tickets (Costa Rica official escorts).

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APPENDIX

Ministerio de Justicia
Autoridad Central, Costa Rica.

INFORMATION NOTE

Costa Rica has concern in regards to the application of the Treaty Transfer on sentenced persons due to the financial crisis. Sometimes, transfer take too long due to either budget problems from the administrative State to afford the expenses for travel or, because inmates are asked to cover the expenses for their travel¹.

A special budget to transfer foreign inmates, has been allocated in Costa Rica if some particular criteria are met such as age of the person, women with children, minors, illness, lack of budget from the administration country to transfer the inmate promptly.

Costa Rica would like to take advantage of the meeting of the Committee of experts on the Operation of European Conventions in the Penal Field (PC-OC) to share the option Costa Rica offers. For those of you, who would like to have more information on this effort, please feel free to let us know in order to arrange a protocol for the transfer and reception of the sentence persons.

APPENDIX