



**Information for the
international degree student**
Study visa /Residence permit

STUDENT OFFICE
JANUARY 07, 2019

STUDY VISA / RESIDENCE PERMIT

International students are not allowed to apply for the study visa and residence permit themselves. The Students Office will apply for these documents on behalf of the student after having completed the application process. Non EU students receive a residence permit for the entire period of study (with a maximum of 5 years).

Although HZ University of Applied Sciences (HZ) applies for the study visa and residence permit, we do depend on the Immigration Services (IND) and the embassy/consulate for the issuance of your visa. The average time to receive a positive decision on the request is 2 to 3 weeks after having sent in the complete file to the IND. However we can never guarantee when a study visa will be issued.

Therefore we prefer to warn you 'booking a flight without yet having the visa is always taking a risk!'

Chinese students need to ask for a Nuffic certificate.

This is an obligatory document for the study visa for Chinese students. Ask for it on time (in order to avoid any delay) through this link: <https://ncas.nuffic.nl/>

SUFFICIENT EDUCATIONAL PROGRESS

In order to retain your residence permit, your educational progress must be adequate. As a student, you must attain at least half of the number of study points per study year (*total credits per academic year = 60 ECTS; this means that you will have to attain at least 30 ECTS*).

Your educational institution will check this at the end of every study year. If your progress is inadequate, the IND can withdraw your residence permit.

HZ will not charge costs for the visa / residence permit application. However, the Dutch Immigration Services (IND) charges a fee of € 171. HZ will send through e-mail the invoice for the payment of the IND fee, the tuition fee and for the proof of financial means (on request the paper version can be sent to you by post). On this invoice, all data necessary for an international bank transfer are mentioned. The student is required to indicate his / her full name and student number when making the transfer. Eventual costs for making an international bank transfer are expected to be paid for by the student.

FINANCIAL MEANS

Most important condition for the IND to grant the request for the study visa and residence permit is to find out whether international students can prove sufficient financial resources (living expenses excluding tuition fees) for disposal during their entire study period.

The monthly amount that a student should have is € 883. For 1 academic year, this means an (annual) total of approximately € 10.750. However, at each re-enrolment (a student is enrolled

for 1 academic year – from September till August) a student may be asked again to provide proof of sufficient funds for the next period of stay.

The invoice will include the required amount for “Living Expenses”. Once the student has arrived in the Netherlands and has opened a Dutch bank account HZ will transfer this amount back to the student (*) (if necessary, the cost of accommodation will be deducted if the student chooses this option).

(*) Please ask our financial office (Office B114) and inform them about your Dutch bank account number

Read carefully the following Immigration brochure : <https://ind.nl/en/forms/3087.pdf>

ACCOMMODATION

You need to make a reservation for accommodation yourself. See for detailed information our website <https://hz.nl/en/study-information/practical-information/housing>

Visa students who prefer to pay accommodation booked through below mentioned house agents by using the transferred living expenses amount, should send a copy of the reservation confirmation (including the reservation number) to csa@hz.nl immediately after reception of this confirmation.

House agent Vlissingen / Middelburg: APV Housing

House agent Middelburg: Villex

In that case HZ will transfer part of the paid living expenses to APV/Villex in order to pay the student's accommodation. This amount will be deducted from the total amount that will be transferred back to the student after arrival in the Netherlands.

Students who want to or have to cancel their registration at HZ before September 1st/ February 1st will not be refunded this total accommodation fee amount once the payment has been transferred to the house agent.

Antecedents Certificate, TBC form, Admission and Residence MVV issue form

Through e-mail, we send you an Antecedents Certificate, a Study Progress form, a TBC form, an Admission and Residence MVV issue form and a Photo Matrix information page.

Antecedents Certificate (Criminal record)

Read carefully the listed text and tick the first box (we assume the 2nd one not to be applicable). Fill in place and date (at the moment of signing the form). Sign the form.

Tuberculose / Tuberculosis Form

Read the English text and fill out the form. Note that the period of 3 months is just an indication of time. HZ will make an appointment for this TBC X-ray (lung photo) at the municipal health service ('GGD') after your arrival in Vlissingen.

Admission and Residence MVV issue form

Once your request for a study visa / residence permit has been approved of you will have to make an appointment at the Dutch embassy/consulate of your choice. You will be asked to download a form from their website which you will need to complete and bring with you to the appointment at the embassy/consulate. We include the form (partly filled in by us) herewith so you will be prepared for the appointment as soon as the approval is there. Stick (with glue! Not with staples or paper clips) a recent photo of yourself in the box on top of the form. (*)

() Note: there are strict requirements for passport photos therefore please read carefully the Photo Matrix information attached. Take this information along to your photographer!*

Do not send the “Admission and Residence MVV issue form” to us but bring it with you to the appointment at the Dutch embassy/consulate.

At the Dutch embassy / consulate your fingerprints as well as a digital picture will be taken. These biometrical data will be digitally forwarded to the IND. Once you have arrived in The Netherlands you will receive an invitation to pick up your residence permit card at one of the IND offices. Occasionally it happens that biometrical data have not been received in good order by the IND in which case a student would need to go to an IND office to have the fingerprints and digital picture taken again.

WHICH DOCUMENTS SHOULD I SEND?

The following documents need to be sent to us (csa@hz.nl)

- A copy of your passport (the pages of your personal data and all pages that are stamped).
- The filled in and signed form “Antecedents certificate”
- The signed form ‘Study Progress’
- The filled in “TBC form”

Once HZ has received above mentioned documents as well as the full payment of the invoice (and for Chinese students the Nuffic certificate as well), we will start the study visa / residence permit application procedure.