

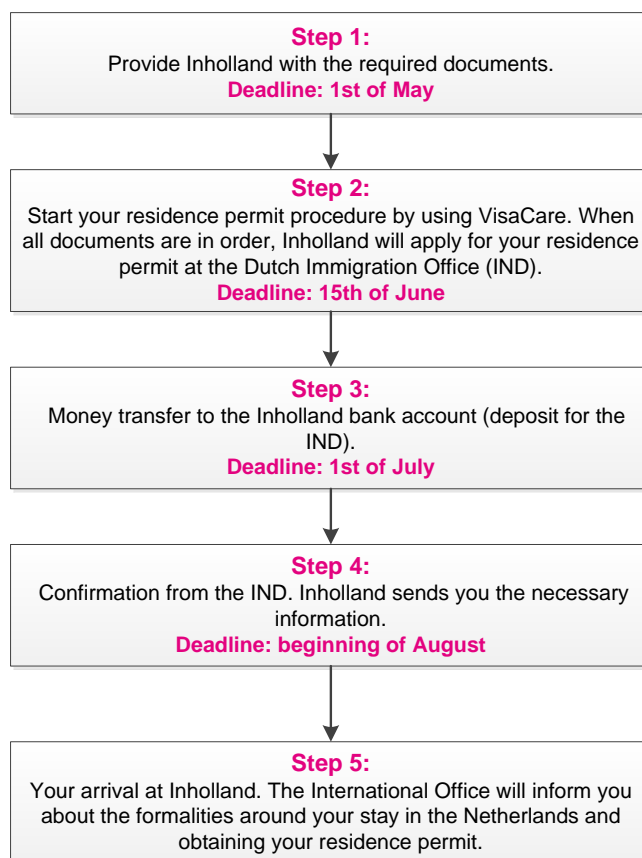
### Important information on obtaining a residence permit

#### **Exchange students (starting in September 2019 academic year)**

This document contains important information for international exchange students coming from US, Canada, Australia, New Zealand, Japan, and South Korea.

Students from other International countries and degree seeking students should refer to other information sheets also available through our website ([www.inholland.com](http://www.inholland.com)).

**Please read this information-sheet carefully.**



### **Residence Permit without visa**

If you are a national from the USA, Canada, Australia, New Zealand, Japan or South Korea, you can enter the Netherlands without a visa. However, if you want to stay longer than three months and study in the Netherlands you need to apply for a *temporary residence permit (VVR)* for studying **before** your arrival in the Netherlands. Inholland will assist nationals from the USA, Japan or South Korea with the application procedure for an administration fee of € 35,-.

Exchange students with the nationality of Canada, Australia and New Zealand can obtain residency through applying for the Working Holiday Scheme or Working Holiday Programme (for 1 year maximum). The main difference is the Immigration fee. You do not need to follow the requirements as set below. Please contact the International Office for more information about the Working Holiday Scheme or Working Holiday Programme.

Inholland only acts as an intermediary with the IND (Dutch Immigration Service). We have no influence whatsoever, neither on the outcome of the procedure, nor on the duration of the procedure. The residence permit will only be valid until the end of your exchange period and cannot be extended.

Please read this information carefully as it contains important information on the conditions you need to meet.

### **Conditions of residence permit (VVR)**

To start the VVR application through Inholland, you must have been accepted to follow the exchange program at Inholland.

Detailed information **for exchange students** can be found here:

<https://www.inholland.nl/inhollandcom/exchange/>

**Please note:** incomplete applications will be seriously delayed or denied by the IND.

### **Necessary documents for a residence permit (VVR)**

For the VVR application you will need to submit several documents to Inholland. After you've been accepted to Inholland and have received an email with instructions to apply for your residence permit by using Visa Care, you will be informed about which documents you need to send us.

As it may take you some time to gather all the necessary documents, we strongly advise you to start collecting these following documents:

1. A copy of your passport including all the pages that contain stamps and old stickers. Please note that the passport should still be valid for at least 18 months after arrival in the Netherlands, preferably valid for the entire period of the study
2. An original bank statement in your name or in name of your sponsor (proof of financial means for the Dutch Immigration Office.)
3. The original grant statement, for example if you hold an Erasmus grant (if applicable)
4. A criminal conduct statement (if applicable)
5. In case you wish to collect your visa (MVV) in another country than your home country: a copy of your residence permit of that country valid for at least three months after collecting the visa (MVV).
6. A portrait photo for your residence permit. The photo must comply with certain detailed and strict legal requirements (see <http://www.government.nl/issues/identification-documents/passports-identity-cards-and-dutch-nationality-certificates> )

During your Visa Care process you will also be informed about other documents you need to send us.

**Note:** All the above mentioned documents need to be stated in English, German, French or Dutch and may not be older than 3 months. If you are submitting documents in another language, they must be original documents and must be accompanied by a certified translation.

### Deadlines

The application deadlines for the **September semester** of the academic year 2019-2020 are as follows:

Programme application:	<b>1 May 2019</b>
VVR application documents:	<b>15 June 2019</b>
Payment:	<b>1 July 2019</b>

### Proof of financial means

One of the conditions to obtain a VVR is proof of sufficient financial means to cover your living expenses in the Netherlands during your stay. The net monthly amount that is currently applicable to international students is € 882,47 per month. In total you need to show an amount of € 4.412 for 1 semester (Sept – Jan= 5 months) or € 9.708 (Sept – Jul= 11 months) to the IND. The amount should be shown by providing Inholland with an original bank statement (not older than 3 months). You can choose from 2 possibilities, see explanation below.

Poss 1 Evidence of the relevant amount can be provided by sending us an original bank statement demonstrating that the amount is freely available at your disposal in your bank account. (Make sure the name, address and telephone number of the bank is visible on the statement!)

Poss 2 • An original bank statement on the name of your sponsor demonstrating that your sponsor (for instance one of your parents) has the relevant amount freely available at his/her disposal in his/her bank account. (Make sure the name, address and telephone number of the bank is visible on the statement!)

- A signed statement from your sponsor that he/she will transfer € 882,47 per month into your bank account during the time of your exchange stay in the Netherlands
- An original statement from the bank that they have a payment order to transfer the relevant amount in to your account during your period of exchange in the Netherlands.
- A copy of the sponsor's passport.

Please make sure that the bank statement contains your name or your sponsors name, account number and the balance available. This balance needs to have no restrictions (free withdrawal).

### Fees and payment

#### Administration fee for residence permit

The IND administration fee currently stands at € 192. Inholland will assist you with this procedure for an administration fee of € 35. You need to transfer the IND and Inholland administration fees of € 227,- in the Inholland bank account. Inholland will transfer the IND fees on your behalf.

#### Health Insurance

Having a sufficient health and liability insurance for the time of your stay in the Netherlands is a prerequisite for the MVV application. Inholland will take out a compulsory health and liability insurance on your behalf ([Aon insurance](#)). The insurance fees are approximately € 200, - for one semester or €472,- for two semesters. Inholland will pay these fees on your behalf, if you have made a timely and sufficient deposit.

**Note:** Please also remember to take out sufficient travel insurance, if desired.

### Payment details

One-semester exchange: € 227 (IND and Inholland administration fees) + € 200 (insurance) = € 427,-  
Two-semester exchange: € 227 (IND and Inholland administration fees) + € 472 (insurance) = € 699,-

Please transfer the applicable amount to Inholland on the following bank account, mind that no transfer costs are deducted:

#### Account details

Account holders name: Hogeschool Inholland  
IBAN number: NL 87 RABO 0160 9305 10  
BIC: RABONL2U

#### Bank details

Name: Rabobank  
Address: Blaak 333  
Postal code: 3011 GB  
City: Rotterdam  
Country: The Netherlands

Please use the following state reference: **your name + surname and the code 13751T042**. Without this state reference it will be extremely difficult to trace your transfer, which will delay your application.

### Additional information

#### Birth Certificate

You need to bring an original, legalised birth certificate with you to the Netherlands. Some City Councils may require your birth certificate for registration in their personal record database (BRP). Registration at City Council is necessary for receiving your residence permit. To do so you also need a legal address in the Netherlands.

#### Extra services

Apart from the VVR application on your behalf, we can provide you with the extra services of the "Welcome to Inholland Programme", including the following services:

- Pick-up service from the train station or airport upon arrival in the Netherlands
- Assistance with registration at the City Council;
- Assistance with opening a bank account in The Netherlands.

For more information about the Welcome to Inholland Programme, please contact the International Office at the location where you will follow your exchange programme:

Inholland Amsterdam/Diemen: [Intoffice.diemen@Inholland.nl](mailto:Intoffice.diemen@Inholland.nl)  
Inholland Haarlem/Alkmaar: [Intoffice.haarlem@Inholland.nl](mailto:Intoffice.haarlem@Inholland.nl)  
Inholland Rotterdam: [Intoffice@Inholland.nl](mailto:Intoffice@Inholland.nl)  
Inholland The Hague: [Intoffice@Inholland.nl](mailto:Intoffice@Inholland.nl)  
Inholland Delft: [Intoffice@Inholland.nl](mailto:Intoffice@Inholland.nl)

#### Further information

For more general information about the Dutch immigration procedures you may also want to check: <http://www.newtoholland.nl> or [Nuffic - International students](http://www.nuffic.nl) or [www.from2.com](http://www.from2.com)