

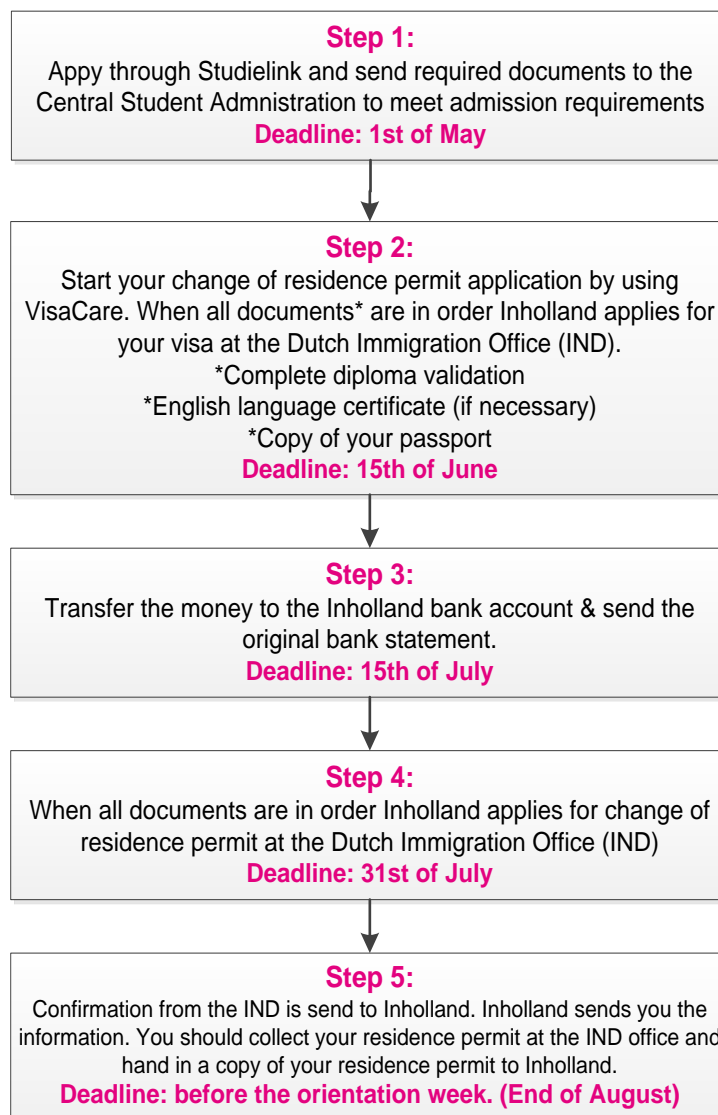
## Important information on residence permit for the purpose of study

### **Bachelor students** (starting in September 2019)

This document contains important information for international degree seeking students who are staying in the Netherlands already, but want to change their residence permit for study, because they want to enroll for a fulltime course at Inholland University

Students who still need a visa and/or residence permit and exchange 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.**



### **Change of Residence Permit**

If you previously have been living in the Netherlands with a residence permit based on another purpose of stay then study and you now want to start a course directly at Inholland University of Applied Sciences, you will need to change the purpose of your residence permit (VVR). Please read the following information carefully as it contains important information about the requirements on how to change the purpose of your residence permit.

All applications for residence permits with the purpose of study must be submitted via the educational institution in question. 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.

### **Restrictions for a change of purpose to Study**

A change of purpose is bound to certain restrictions. A VVR for study purpose is restricted to a number of years. The nominal study years is basic principle added with one extra year by exception. The bachelor programmes at Inholland have a nominal study time of four years. This means you are restricted to a total of five years (4 + 1). By exception only you can use the extra one year.

### **What is mandatory each study year to retain your residence permit for study?**

- Obtaining enough credits  
One of the conditions to retain your VVR for study is that you will need to obtain 50% of your credits for one year, each new study year. With the exception of the extra requirement not to receive a Binding Study Recommendation in the first year of your study. Please read the [Rules on Enrolment and Deregistration](#), page 12 paragraph 1.14.
- Proof of sufficient means of existence  
You need to show that you have sufficient financial means to cover your living expenses during your stay in the Netherlands. The net monthly amount that is currently applicable to international students is € 882,47 per month (tuition fee of € 7.992, - excluded). To prove that you are able to finance your studies, you will need to demonstrate an amount of € 10.600,- on a bank account in your own name. This demonstration needs to be done each year of the study. The mentioned amount is subject to alteration.
- Proof of health and liability insurance  
During your stay in the Netherlands it is compulsory to have good health and liability insurance. Nuffic advises to take out the 'Insurance Certificate for Students' (ICS) of [AON](#). This insurance will also cover third party insurance. Please submit a copy of the insurance document through VisaCare. The insurance will need to be valid until at least 31-08-2020. In case you don't have insurance, Inholland can take out the insurance on your behalf. Please indicate this with your application. You will need to transfer the insurance premium together with the administration fee.

### **Proof of sufficient means of existence**

One of the conditions to receive a new VVR for study is that you have to show that you have sufficient financial means to cover your living expenses in the Netherlands during your stay. The net monthly amount that currently is applicable to international students is € 882,47 per month. To proof that you are able to finance your studies, you will need to demonstrate an amount of € 10.600,- on a bank account in your own name.

### **Administration fee of 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 fee on your behalf to IND.

Please transfer the applicable amount to Inholland on the following bank account. **Please note: The bank always charges transfer costs. Please pay these costs separately!**

#### Account details

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

**Note:** When transferring the amount to Inholland, you must specify on the transfer **your first name + surname, student number and the code 13751T042**. Without these details Inholland will not be able to locate the transfer, and this will delay or obstruct the application for your residence permit.

### **Conditions of change of purpose**

To start the VVR application through Inholland, you must have passed all university admission requirements. Please refer to the admission information by clicking [here](#).

Please note: Only complete applications will be send to the IND.

### **Necessary documents for a new VVR**

For the change of residence permit application you will need to submit several documents to Inholland. After you've been accepted to Inholland and received an email with instructions to apply for the change of 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 the following documents:

- 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
- Copy of your current residence permit
- Original bank statement or bank transcript in your own name demonstrating an amount of € 10.600 in your bank account with a signature and stamp from a bank employee
- Copy of your health and liability insurance document
- Recent portrait picture (not older than 3 months, taken at qualified Dutch photographer, not used at another residence card);
- Transfer of the € 227 IND and Inholland administration fees
- You need to have submitted the authorization for payment of the tuition fee through studielink.

During your Visa Care process you will 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.

### **Enrolment Inholland**

As soon as you have the residence permit with the purpose 'studying at Inholland', please hand in a copy to the Central Student Administration (CSA) and the international office immediately. For more general information about the Dutch Immigration procedures and living in the Netherlands as a student you might also want to check:

[www.studyinholland.nl](http://www.studyinholland.nl)

For questions or additional information, please contact the CSA, International students:

E-mail: [admissions@inholland.nl](mailto:admissions@inholland.nl)

Phone: +31 (0) 23-522 3275