

**Important information for students with a residence permit
who wish to transfer to Inholland University**

(Starting in September 2020)

This document contains important information for international degree seeking students who are already staying in the Netherlands, but want to change their course to a course at Inholland University of Applied Sciences.

Students who still need a visa and/or residence permit and exchange students should refer to other information sheets also available through our [website](#).

Please read this information-sheet carefully.

Change of University

If you previously have been studying in the Netherlands with a residence permit applied for through another institution, the Dutch Immigration office (IND) will be informed that you have transferred to Inholland University. Please read the following information carefully as it contains important information about retaining your residence permit and the documents we require as a recognized sponsor to inform the IND timely about your transfer.

Conditions to start the procedure: transfer to Inholland University of Applied Sciences

To start the transfer of your VVR through Inholland, you must have passed all university admission requirements. Please refer to the admission information by clicking [here](#). Please note that incomplete applications will not be sent to the IND.

Necessary documents to retain your VVR at another University

After you've been accepted to Inholland and received an email with instructions to start the procedure to inform the immigration office that you have transferred to another university 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 valid residence permit.
- Original bank statement or bank transcript in your own name demonstrating an amount of **€10.770,-** in your bank account with a signature and stamp from a bank employee.
- Copy of your health and liability insurance document.
- Transfer of the **€63,-** Inholland administration fee.
- Transfer of the total amount of tuition fees: **€8.240,-**.

During your Visa Care process you will be informed about possible other documents you need to send us. All the above mentioned documents need to be stated in English, German, French or Dutch and may not be older than 3 months.

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 amount that is currently applicable to international students is € 897,56 per month (tuition fee of € 8.240,- excluded). To proof that you are able to finance your living expenses, you will need to demonstrate a total amount of €10.770,- on a bank account in your own name. This needs to be demonstrated 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 31-08-2021.
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.

Administration fee

Inholland will take over your current residence permit and inform the immigration office about your transfer to our University. For this procedure we do ask an administration fee of € 63,-. You need to transfer this amount and the tuition fees into the Inholland bank account.

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

When transferring the amount to Inholland, you must specify on the transfer your **first name + surname, student number** and the code **920-2200**. Without these details Inholland will not be able to locate the transfer, and this will delay or obstruct the transfer of your residence permit at the Dutch immigration office.

Additional information

For questions or additional information, please contact the Admissions office of Inholland:

E-mail: admissions@inholland.nl

Phone: +31 (0) 23-522 3275