

## Important information on obtaining a residence permit

### **Bachelor students (starting in September 2024 academic year)**

This document contains important information for international students coming from Bangladesh.

Degree seeking students from other countries should refer to other information sheets also available through our website.

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

#### **Step 1:**

Apply through Studielink and send required documents to the Central Student Administration to meet admission requirements. Payment of tuition fees and additional costs must also be fulfilled.

**Deadline: Before the 5th of April**



#### **Step 2:**

Start of your Visa application procedure. When all is in order, Inholland applies for your visa with the Dutch Immigration office (IND).

**Deadline: 15 th of June**



#### **Step 3:**

Reply from the IND, Inholland sends you the necessary information.



#### **Step 4:**

You can collect the entry visa from the embassy in your home country.



#### **Step 5:**

Your arrival at Inholland

**Deadline: before the orientation week (end of August)**

## Visa (MVV - Machtiging tot Voorlopig Verblijf)

To enter the Netherlands, you need to hold a valid entry visa, a so called "MVV". In addition, following your arrival in the Netherlands with this entry visa, you will receive your resident permit for the purpose of study.

Due to applicable regulations students cannot directly apply for a Dutch study visa, but must do so through the Dutch host university. If you enroll in one of the international programmes of Inholland, the Central Student Administration of Inholland will take care of the MVV application on your behalf. Inholland charges an administration fee for this. After you submitted the necessary documents and transferred all fees and deposits to Inholland, we will submit an MVV request to the Dutch Immigration Office (IND) on your behalf. Please note that incomplete applications will not be sent to the IND.

If the request is approved, your MVV may be issued at the embassy in your home country within 2-6 weeks after submission. With this MVV you can travel to the Netherlands. Within three days after arrival in the Netherlands you will have to make an appointment with the Inholland International Office of the location where you will follow your course. They will inform you about the formalities around your stay in the Netherlands and obtaining your resident permit.

Note: it is not permitted under any circumstances to enroll in a programme in the Netherlands when holding a tourist visa. Moreover, during the visa application procedure you are not allowed to be in the Netherlands.

### Preconditions

To start the MVV application through Inholland, you must have passed all university admission requirements. Also, a Service Call with the programme might be part of the admissions procedure. Please refer to our website through the following link: [enrolment](#). On our website you can find all the detailed information about the [diploma requirements](#).

### Necessary documents for the MVV and VVR application

For the MVV application you will need to submit several documents to Inholland. After you've been accepted to Inholland and received an e-mail with instructions to apply for your MVV 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 which 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 (proof of financial means for the Dutch Immigration Office by students other than Chinese students);
3. A criminal conduct statement (if applicable);
4. **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).**
5. A copy of the money transfer receipt demonstrating the transfer of your deposit to the Inholland bank account;
6. A portrait photo for your residence permit. The photo must comply with certain detailed and strict legal [requirements](#). You will receive this in-depth information when you are registered in VisaCare.

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

## Fees and payment

### MVV and residence permit fees

The IND administration fee currently stands at €228. Inholland will assist you with the MVV procedure for an administration fee of €35. You need to transfer the IND fees and the administration fee of €263 into the Inholland bank account. Inholland will transfer the €228 on your behalf to IND.

### 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 will cover you from the **25<sup>th</sup> of August 2024** until the 31<sup>st</sup> of August 2025. It will be necessary to extend the insurance each year in order to retain your residence permit. The insurance fees for one year are approximately €692. Inholland will pay these fees on your behalf to Aon.

Note: The above mentioned costs for health insurances are indicative and may be subject to changes. The final amount will be communicated to you during your visa application. Please also remember to take out sufficient travel insurance, if desired.

### Proof of financial means

Due to Dutch laws and regulations, international degree seeking students must demonstrate that they have sufficient financial means to cover all the study and living expenses in the years of their studies in the Netherlands. Based on these regulations you will need to demonstrate that you have an amount of at least **€14.616,- (monthly €1.218)** at your disposal at the start of your studies at Inholland to cover the first year's living expenses.

Next to this amount you will need to pay for the costs of tuition fee (€9.732), IND and Inholland administration fees (€263) and health insurance fee (€692). This will be an amount of €10.687,-

The total amount you will need to show the Dutch immigration Service is:

Living expenses	€ 14.616,-
Fees	€ 10.687,-
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Total	<b>€ 25.303,-</b>

Note: The above mentioned amounts are indicative amounts and may be subject to future changes.

### Method of Payment

You must transfer the full amount of €25.303,- (fees + deposit) into the Inholland bank account. Inholland will provide a copy of the bank statement demonstrating receipt of this amount to the Dutch Immigration office together with your MVV application materials. Inholland will then deduct all the related expenses (tuition fee, visa and initial residence permit fee and one-year health insurance fee) from the deposited amount. The remaining balance will be kept as a deposit until after you have arrived in the Netherlands and will be returned to you in two terms (September and December 2024) in your Dutch bank account.

Note: to **retain your residence permit** in subsequent years, you need to fulfill several requirements:

- Each year you will need to obtain 50% of your credits for one year. Excluding the extra requirement to not receive a Binding Study Recommendation in the first year of your study. Please read the [Enrolment & Deregistration Rules - Inholland University of Applied Sciences](#).
- You will need to proof sufficient financial means at your disposal each year. This means you have to proof the living expenses, tuition fee and health insurance each year.

### **Return of your deposit**

When you cannot come after Inholland has applied for your MVV and resident permit: When Inholland has already sent in the application for your MVV and resident permit to the immigration office and for any reason whatsoever you are not able to start your study at Inholland, you will receive your deposit back in your account minus the IND and Inholland administration fees of €263.

### **Payment details**

Please transfer the applicable amount to Inholland on the following bank account:

#### Account details

Account holders name: Hogeschool Inholland  
Account number: 16.09.30.510  
BIC: RABONL2U  
IBAN number: NL 87 RABO 0160 9305 10

#### Bank details

Name: Rabobank  
Address: Croeselaan 18  
Postal code: 3521 CB  
City: Utrecht  
Country: The Netherlands

Note: The bank always charges transfer costs. Please pay these costs separately!

When transferring the amount to Inholland, you must **specify on the transfer** your **first name + surname, student number** and the code **920**. Without these details Inholland will not be able to locate the transfer, and this will delay or obstruct the application of your MVV and resident permit.

## **Additional information**

### **Birth certificate**

Although there is no need to submit a copy of your birth certificate during the MVV application, you will need to have an original, legalized birth certificate and an authorized translation in English, German, French or Dutch of this certificate before you come to the Netherlands. The reason for this is that the Dutch Embassy may ask for it when you collect your Dutch visa in your home country. In addition, the Dutch municipal government of the municipality where you will reside will require this certificate for registration in the municipal administration. You will need to inquire in your home country where to obtain your birth certificate. Please note that it may take several weeks to obtain your birth certificate, have it legalized and have it translated.

### **Legalization**

Legalization of a document means that this has been given an official stamp and has been signed by the competent authorities. In many countries this is done by the Ministry of Foreign Affairs. This signature and stamp will need to be validated by a signature and stamp from the Dutch embassy in your home country. The cost at the Dutch embassy may vary in different countries (usually around €50,-).

### **Extra services**

Apart from the MVV application on your behalf, we offer the following additional services of the "Welcome to Inholland Programme" free of charge, to make you feel welcome at Inholland University of Applied Sciences:

- Pick-up service from the train station or airport upon arrival in the Netherlands;
- Assistance with obtaining your resident permit and the therefore needed requirements;
- Assistance 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 course.

Inholland Amsterdam/Diemen: [Inoffice.diemen@inholland.nl](mailto:Inoffice.diemen@inholland.nl)

Inholland Haarlem/Alkmaar: [Inoffice.haarlem@inholland.nl](mailto:Inoffice.haarlem@inholland.nl)

Inholland The Hague: [Inoffice@inholland.nl](mailto:Inoffice@inholland.nl)

Inholland Delft: [Inoffice@inholland.nl](mailto:Inoffice@inholland.nl)

Inholland Rotterdam: [Inoffice@inholland.nl](mailto:Inoffice@inholland.nl)

### **Further information**

For more general information about the Dutch immigration procedures you may also want to check [here](#).