



5. Complete your registration and pay your tuition fee

After you have completed step 4, you will receive a request from Maastricht University (UM) that you need to pay your tuition fees.

Please make sure that you pay your tuition fee as soon as possible, so you can commence your study programme at the beginning of the academic year.

[Read more about paying tuition fees](#)

[Read more about when you have to pay](#)

Upload or send any documents still required

If any of your documents are still missing, you will receive a message about this from the Student Services Centre (SSC). The documents concerned are listed in the message. Upload the requested documents as quickly as possible in the MyUM Portal, or send these by post to the SSC if that is requested.

Please note that all hardcopy documents submitted will become property of Maastricht University (UM). Based on the GDPR, these documents will be digitalized and in due time they will be destroyed in a secure manner. UM will save your documents for one year after the start date of your study programme. In case your study programme starts at 1 September 2020, we will save your documents until 1 September 2021.

Possible missing documents

Copy of your valid passport/proof of identity

[Your visa or residence permit](#)

[Certified copy of your diploma with list of grades](#)

[Official graduation statement from your previous education if you will receive your diploma after 1 september](#)

Contact Student Services Centre

Contact information

study@maastrichtuniversity.nl

+31 43 38 85388

[Chat with us](#) (Mon-Fri from 8.30 to 17.00 CET)

[Facebook](#) (messenger)

[Twitter](#)

[Instagram](#)

Visiting address

Maastricht University
Student Services Centre (SSC)
Bonnevandenstraat 2
6211 KL Maastricht
The Netherlands

Due to COVID19, you can currently only visit the SSC [by appointment](#).

Postal address

Maastricht University
Student Services Centre (SSC)
PO Box 616
6200 MD Maastricht
The Netherlands

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