

You stated that:

- you do **not** have a Dutch residence permit
- you have a residence permit for Belgium, Luxembourg, or Germany
- you wish to remain living in Belgium, Luxembourg, or Germany (only Nordrhein-Westfalen, Niedersachsen, Rheinland-Pfalz, Saarland)
- you do **not** have the nationality and a valid passport of one of the following countries:

Austria	Finland	Latvia	Slovenia
Belgium	France	Lithuania	Slovakia
Bulgaria	Germany	Luxemburg	Spain
Croatia	Greece	Malta	Sweden
Cyprus	Hungary	Norway	Switzerland
Czech Republic	Iceland	Poland	The Netherlands
Denmark	Ireland	Portugal	
Estonia	Italy	Romania	

If this is incorrect, you must go through the [Legal Residence Flowchart \(link\)](#) again.

What has to happen?

To enable your registration you must:

- Upload the necessary documents ([paragraph A](#)) to <https://myum.unimaas.nl/irj/portal>

Deadline for file completion:

- 15 August when starting in September
- 15 January when starting in February

If you are unable to meet all legal residence requirements before the deadline, we cannot establish legal residence for you in time and you cannot complete your registration. In that case, you have to withdraw your application from Studielink. You may decide to re-apply for the next possible entry date.

Paragraph A. Upload the necessary documents

You have to upload documents for the visa procedure in a different portal than the admission documents. Upload documents meant for applying for legal residence in the folder “VISA” **ONLY** on:

<https://myum.unimaas.nl/irj/portal>.

Use the correct document type (a copy of your passport under “passport student”, a copy of the proof of transfer of the legal fees under “proof of money transfers”, etc.).

The general requirements for the documents are:

- Only upload high-quality PDF files in at least 200 dpi, full-page scans in color
- If the language on the document is not Dutch, English, German, or French, a translation into English or Dutch by a professional, certified translator must be included
- Financial documents should always mention a univocal currency of the amounts stated, preferably in Euro (€). Other currencies are also acceptable (keep the conversion rate in mind)
- You can complete forms by hand or digitally. Your signature on the forms must match the signature on your passport
- Address details must be the same on every form

You have to upload the following documents:

1. [A completed and signed confirmation form](#)
2. [A copy of the front and back of your valid Belgian, Luxembourg or German residence permit](#)
3. [An official and recent confirmation of your municipal registration](#)

1. A completed and signed confirmation form ([enclosure 1](#))

With this form, you confirm that you will be living in Belgium, Luxembourg, or Germany (only Nordrhein-Westfalen, Niedersachsen, Rheinland-Pfalz, Saarland) during your studies.

CAREFULLY CHECK THE CONTENTS OF THE FORM BEFORE SIGNING**Required document:**

A completed and signed confirmation form ([enclosure 1](#)).

2. A copy of the front and back of your valid Belgian, Luxembourg or German residence permit**Required document:**

A copy of the front and back of your valid residence permit.

3. An official and recent confirmation of your municipal registration

This is an official and recent statement from a Belgian, Luxembourg, or German (only Nordrhein-Westfalen, Niedersachsen, Rheinland-Pfalz, Saarland) municipality confirming your registration (e.g. a “Bewijs van woonst” or a “Wohnsitzbescheinigung”).

Required document:

An official and recent municipal statement confirming your registration.

Enclosure 1: Confirmation form

Confirmation form for students staying in Belgium, Luxembourg, or Germany

1. Personal details

1.1	UM Student ID number	<table border="1"><tr><td>I</td><td>6</td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr></table>	I	6								
I	6											
1.2	Name (as stated in the passport)	<i>Surname</i> _____ <i>First name(s)</i> _____										
1.3	Sex	<input type="checkbox"/> Male <input type="checkbox"/> Female										
1.4	Date of birth	<i>(dd/mm/yyyy)</i> _____										
1.5	Place of birth	_____										
1.6	Country of birth	_____										
1.7	Nationality	_____										
1.8	Civil status	<input type="checkbox"/> unmarried (single or living together) <input type="checkbox"/> married										
1.9	Home Address (current living address in Belgium, Luxembourg, or Germany)	<i>Street</i> _____ <i>Number</i> _____ <i>Postcode</i> _____ <i>Town</i> _____ <i>Country</i> _____										
1.10	Telephone	_____										
1.11	Email address	_____										
1.12	Bundesland (in case of living in Germany)	_____										

(1/2): This confirmation form continues on the next page

2. Emergency contact information

- 2.1 Relation to emergency contact
(parent, family member,
employer, etc.) _____
- 2.2 Telephone emergency contact _____
- 2.3 Email address emergency
contact _____

3. Signing

With my signature, I declare that:

- ✓ I will be living in Belgium, Luxembourg, or Germany during my studies at Maastricht University
- ✓ I will submit a copy of my valid residence permit
- ✓ I will submit an official confirmation of my municipal registration
- ✓ I will notify the UM Visa Office if my situation changes

- 3.1 Name of foreign national _____
- 3.2 Current place and date
of signing *Place* _____
Date (dd/mm/yyyy) _____
- 3.3 Signature of foreign national _____

(2/2): End of confirmation form