

**You stated that:**

- you are going to be registered as a **full-time** exchange student
- you wish to live in the Netherlands during your studies
- you do **not** have a Dutch residence permit
- you have a residence permit for Austria, Belgium, Bulgaria, Croatia, the Czech Republic, Cyprus, Denmark, Estonia, Finland, France, Germany, Greece, Hungary, Iceland, Italy, Latvia, Liechtenstein, Lithuania, Luxembourg, Malta, Norway, Poland, Portugal, Romania, Slovakia, Slovenia, Spain, Sweden or Switzerland that is still valid on your first day of registration
- and you do **not** have the **nationality** and a valid passport of one of the following countries:

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

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

## What has to happen?

Only educational institutes can apply for study visas and residence permits. Therefore, you must:

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

### Deadline for file completion

- When starting in September: **30 June 2025 at 23:59:59CET**
- When starting in February: **30 November 2025 at 23:59:59CET**

**Start uploading your documents in time! Evaluating your documents may take up to 10 working days.**

If you are unable to meet all 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 transaction statement showing the legal fees \(€243\) transferred](#)
2. [Acceptable proof of sufficient financial means](#)
3. [A copy of your valid passport](#)
4. [A completed and signed consent form](#)
5. [A completed Antecedents Certificate](#)
6. [A completed Declaration of intent to undergo a TB test](#)
7. [A copy of your valid residence permit](#)

**NOTE;** We strongly recommend uploading ALL required documents at once. Your uploads will only be assessed when including financial documents. Merely uploading forms or other non-financial document will halt your assessment until financial documents are added.

**1. A transaction statement showing the legal fees (€243) transferred**

The €243 for legal fees for the residence permit are non-refundable. This amount is automatically collected from the UM Visa Office bank account by Dutch Immigration. Therefore, you have to transfer the amount to our account in advance.

You can, for instance, upload a transaction overview and/or transaction receipt from your bank showing the full amount for legal fees that have been transferred to the UM VISA bank account, including **ALL** necessary details mentioned in the transaction information. In addition, make sure that the account holder's information from whom the amount is being transferred is visible as well (full name and bank account number).

Only (a copy of) a transfer order does not suffice because this does not prove the actual transfer nor the reference details the bank included.

For transfer instructions and possible exemptions or exceptions, refer to [paragraph B](#).

**Required document:**

A transaction statement from the bank showing the €243 transferred to the VISA bank account. The transfer reference must show your **student ID number, full name, date of birth, and the words "legal fees"** as a reference, regardless of whose account the legal fees are transferred from. **For instance: "I6XXXXXX, FULL NAME, DD/MM/YYYY, LEGAL FEES"**.

## 2. Acceptable proof of sufficient financial means

You are going to be registered for a certain period. During this period you are required to have a monthly amount of €1,250 at your disposal, which is about €41.10 per day (please refer to [enclosure 6](#) for a cost breakdown of this amount. This means that for registration of 5 months, you will have to prove €6,250 (5 x €1,250). For 5.5 months it is €6,875 (5.5 x €1,250) etc.

You have the following (combinable) options (A, B, C, and D) to prove financial means.

**Documents that do not meet all requirements or are filled in incorrectly are not accepted.  
If you cannot meet all requirements for an option, then you need to choose a different option.**

### ➤ **Option A.** Transfer of a deposit

You transfer the amount required to cover your registration period (*amount of months x €1,250*). To know your registration period, contact the UM International Relations Office (IRO). This amount will be held until your **first day of registration** of your program.

For transfer instructions, refer to [paragraph B](#).

Instructions on how to request the refund will be provided in the **pre-arrival information**, which will be sent to you after your residence permit is approved. In the case of rejection or withdrawal. There might be a delay in the refund process.

**Since the deposit will not be refunded before the first day of registration**, you must ensure you have enough financial resources to cover the period before receiving your deposit back. You will need to manage this time without access to your deposit once you arrive in the Netherlands, using cash, credit card, or a foreign debit card.

### **Required document:**

A proof of transfer showing the amount transferred. The transfer reference must show your **student ID number, full name, and living allowance** as a reference, regardless of whose account the amount is transferred from. **For instance: "I6XXXXXX, FULL NAME, DD/MM/YYYY, LIVING ALLOWANCE"**. If the transaction does not mention the word **"living allowance"** it will be rejected by Dutch Immigration.

➤ **Option B.** A recent scholarship awarding letter

This is only acceptable from a governmental or an educational institute and only after confirmation of authenticity. **If we cannot objectively verify the scholarship, you will have to choose an alternative option (A, C, or D).**

**Required document:**

A copy of proof of award of the scholarship. This document must state:

- the date of issue
- your name, first name initials, and date of birth
- the period of the scholarship (from...until...); this should at least cover the full registration period as mentioned in the accompanying email
- the entire amount of the monthly allowance of the scholarship-awarding institute and its univocal currency
- the name, address, and contract data of the scholarship awarding institute
- specifically the word “scholarship” or “grant”, and **not** e.g. “sponsorship” or “financial support” nor the words “average”, “approximately”, “at least”, “estimated” or “expected”, as these expressions are too vague

**If your scholarship awarding letter does not meet the above-mentioned requirements, we cannot accept the letter! Then choose one of the other options provided.**

➤ **Option C.** Proof of sufficient personal resources

Choose **one** of the below options:

- **C.1.** A bank statement
- **C.2.** A copy of a statement of account

**Extra requirement joint account holders**

Bank statements or statements of account with joint account holders are only accepted if an additional letter is submitted in which the account holders state that both persons have free access to the account. This letter must be signed by the joint account holder and accompanied by a clear and legible copy of the joint account holder’s passport or identity card, containing his/her photograph and signature.

**Option C.1. Required documents:**

A bank statement is an official document or letter prepared by your bank upon your request. This document must:

- be printed on letterhead paper, be originally signed, and be recent (not older than 2 months)
- state the date of issue
- state your name and first name initials
- state the full and exact account balance and its univocal currency
- state the contact data of the bank, including country and telephone number
- state that the balance is at free disposal
- The words “average”, “approximately”, “at least”, “estimated”, or “expected” are not allowed, as these expressions are too vague

(Refer to [enclosure 1](#) for an example of a bank statement)

**Option C.2. Required documents:**

A copy of a statement is an overview of your recent account activity and may be downloadable via the online banking platform for your bank. This copy of a statement of account must:

- state your name as the account holder
- meet the same requirements as the bank statement (option C.1.), except for the statement on free disposal
- show **multiple** withdrawals and deposits over at least one month

➤ **Option D.** Proof of financial support by a person residing abroad (e.g. parent or other relative).

Choose **one** of the below options:

- **Option D.1.** Provide the following 3 documents of **your sponsor**:
  1. A financial statement ([enclosure 2](#))
  2. A copy of the passport
  3. A bank statement
- **Option D.2.** Provide the following 3 documents of **your sponsor**:
  1. A financial statement ([enclosure 2](#))
  2. A copy of the passport
  3. A copy of a statement of account

**Extra requirement joint account holders**

Bank statements or statements of account with joint account holders are only accepted if an additional letter is submitted in which the account holders state that both persons have free access to the account. This letter must be signed by the joint account holder and accompanied by a clear and legible copy of the joint account holder's passport or identity card, containing his/her photograph and signature.

**Option D.1 Required documents:**

- 1. A financial statement ([enclosure 2](#)), completed by the sponsor. Make sure that:**
  - the period between the start and end date covers the registration period. Contact the UM IRO (International Relations Office) for your registration period.
  - the balance of the bank account covers the required amount for the period from start to end date
  - in the case of a joint account, make sure both account holders sign the financial statement
- 2. A clear and legible copy of the sponsor's passport or identity card, containing the sponsor's photograph and signature**
- 3. A bank statement is an official document or letter prepared by your bank upon your request. This document must:**
  - be printed on letterhead paper, be originally signed, and be recent (not older than 2 months)
  - state the date of issue
  - state your name and first name initials
  - state the full and exact account balance and its univocal currency
  - state the contact data of the bank, including country and telephone number
  - state that the balance is at free disposal
  - The words "average", "approximately", "at least", "estimated", or "expected" are not allowed, as these expressions are too vague

(Refer to [enclosure 1](#) for an example of a bank statement)

**Option D.2 Required documents:**

- 1. A financial statement ([enclosure 2](#)), completed by the sponsor. Make sure that:**
  - the period between the start and end date covers the registration period. Contact the UM IRO (International Relations Office) for your registration period.
  - the balance of the bank account covers the required amount for the period from start to end date
  - in the case of a joint account, make sure both account holders sign the financial statement
- 2. A clear and legible copy of the sponsor's passport or identity card, containing the sponsor's photograph and signature**
- 3. A copy of a statement is an overview of your recent account activity and may be downloadable via the online banking platform for your bank. This copy of a statement of account must:**
  - state your name as the account holder
  - meet the same requirements as the bank statement (option D.1.), except for the statement on free disposal
  - show **multiple** withdrawals and deposits over at least one month

### 3. A copy of your valid passport

This must be a clear and legible copy of your national passport, including all pages containing personal and validity data (dates of issue and expiration), signatures, stamps, and visas. National identity cards are not acceptable, as they often lack the required details.

The passport should bear your signature and be valid until at least 6 months after your program starts.

If you have visited the Netherlands in the past 3 years, all pages of your passport are required. In that case, make sure that the page with the most recent exit stamp from The Netherlands or another Schengen country is legible.

**Required document:**

A copy of all your passport pages containing data. Make sure to include the passport page with your signature (holder's or bearer's signature).

### 4. A completed and signed consent form ([enclosure 3](#))

The form serves several purposes:

- To collect necessary information we do not yet have
- To obtain sufficient permission to act on your behalf as stipulated by European privacy legislation
- To make sure you have taken note of all conditions for receiving the residence permit

**CAREFULLY CHECK THE CONTENTS OF THE FORM BEFORE SIGNING**

**Required document:**

A completed and signed consent form ([enclosure 3](#)).

## 5. A completed Antecedents Certificate ([enclosure 4](#))

You must complete sections 1 and 2. When in doubt, contact the Visa Office.

### Required document:

A completed and signed Antecedents Certificate ([enclosure 4](#)).

## 6. A completed Declaration of intent to undergo a TB test ([enclosure 5](#))

For individuals of certain nationalities, obtaining a Dutch residence permit requires undergoing a tuberculosis (TB) test and, if needed, treatment.

### 1. Check Your Nationality

- Do you have the nationality of one of the countries on [this list](#) ?
  - a. If yes, you are **exempted** from the test. Do **not** fill in **nor** upload the form.
  - b. If not, go to step 2
- Are you a holder or of a valid special EU residence permit from [this list](#) ?
  - a. If yes, you are **exempted** from the test. Do **not** fill in **nor** upload the form.
  - b. If no, go to step 2

### 2. Upload documents if your nationality is **not** on the list or you **don't** have a special EU residence permit. You **must** fill in and **upload** the form [enclosure 3](#).

To obtain a Dutch residence permit, you have to undergo a tuberculosis (TB) test and – if necessary – treatment. If you submit the completed declaration of intent to undergo a TB test to the IND together with your application (and meet all other conditions), the IND will grant you a residence permit as soon as possible. You are granted this permit on the condition that you will undergo a TB test within three months. Signing the declaration of intent and not taking the test within three months will jeopardize your residence permit. You will be contacted by the Visa Office earliest 1 month after the start date of your program on the TB-Test process.

**The cost of the test is €60.76.**

### Required document:

A completed Declaration of intent to undergo a TB test ([enclosure 5](#)).

## 7. A copy of your valid residence permit

This must be a clear and legible copy of your residence permit.

### Required document:

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

## Paragraph B. What payments do you have to make?

1. **€243** for legal fees, except in the following situations:
  - If you have an award letter of a scholarship from Maastricht University, a Stuned scholarship from the Netherlands Support Office (NESO) in Indonesia, a Fulbright scholarship, or a Civil Society Leaderships Award, the legal fees will be charged to your scholarship
  - If you are a citizen of San Marino or Israel, you are exempt from paying legal fees
2. **The deposit** if you do not have a scholarship or proof of sufficient personal resources. In this case, you have to mention the words **“living allowance”** in the transfer. Otherwise, Dutch Immigration will refuse your application.

**The deposit is always refundable**, but not before the first registration day. The instruction on how to request a refund of your deposit is provided in the pre-arrival information. We will send you this information after approval of the residence permit.

You can combine both sums in one bank transfer to avoid additional bank charges.

### Bank transfer details:

International Bank Account Number (IBAN)	NL10 INGB 0677623798
Bank branch details	ING Bank, P.O. Box 1800, 1000 BV Amsterdam, The Netherlands
Beneficiary or payee	Maastricht University, Minderbroedersberg 4-6, 6211 LK, Maastricht, The Netherlands
BIC- or SWIFT-code	INGBNL2A
Reference	<b>Your student ID number, full name, date of birth, and the words “living allowance” and/or “legal fees”. For instance: “I6XXXXXX, FULL NAME, DD/MM/YYYY, LIVING ALLOWANCE/LEGAL FEES”.</b>

### Deadline receipt of transfer(s) in our bank

- When starting in September: **30 June 2025 at 23:59:59CET**
- When starting in February: **30 November 2025 at 23:59:59CET**

### Bank charges for international transfers

Bank charges for international transfers will be deducted from the amount transferred unless you indicate otherwise. To prevent delays and extra expenses for multiple transfers, please make sure that you indicate that you will pay for the transfer charges or transfer an excess amount of at least €20 to ensure that UM receives the required amount.

Some countries or banks do not allow a bank transfer abroad above a certain amount per transaction. In that case, make multiple smaller transfers up to the required amount and inform the Visa Office of your situation to prevent reminders.



## What happens next?

When all submitted documents and payments meet the requirements, we will send your application to Dutch Immigration. In general, the approval will take approximately 6 weeks. As soon as Dutch Immigration approves your residence permit, we will inform you further. We strongly recommend that you do **not** purchase plane or train tickets until you have received the official approval letter from Dutch Immigration. You will receive a copy of the formal approval letter in order to facilitate your travel.

### Deadline

You should be in the Netherlands no later than 2 weeks before your program starts to be settled, take care of several formalities, and take part in the (compulsory) introduction. As the procedure with Dutch Immigration takes 6 weeks, the deadline for completion of the visa requirements is 1 July for the September intake and 1 December for the February intake.

### Housing

Your priority is getting a private and personal Dutch address. As this is an absolute necessity to register in the municipality, open a bank account, and meet other obligations. We strongly recommend arranging this as soon as possible from abroad. Postponing this until you have arrived in the Netherlands jeopardizes your financial mobility, legal residence, the timely start of the programme, etc. The address of a hotel, a friend, or the university for registration is not acceptable.

**Holders of a Dutch residence permit are not allowed to live outside The Netherlands You cannot live in Belgium or Germany even though Maastricht University is close to the border and accommodation may be easier to find.**

### Housing availability

Housing options in Maastricht are severely limited, especially at the start of the academic year.

Finding suitable accommodation after you have arrived is extremely difficult.

Therefore, we strongly advise you not to come to Maastricht if you have not found housing in or around Maastricht before the academic year begins.

Consider using official housing resources like:

- [www.maastrichthousing.com](http://www.maastrichthousing.com)
- [www.mymaastricht.nl/housing](http://www.mymaastricht.nl/housing)



**Housing in Maastricht**  
**House Hunting: Start early!**

Starting your house hunt early is essential. Housing options in Maastricht are severely limited, especially at the start of the academic year. Therefore, we strongly advise you not to come to Maastricht if you have not found housing in or around the city before the academic year begins.

If you arrive without housing arrangements, please be aware that UM doesn't provide student housing and online education isn't available due to housing constraints.

**Housing in Maastricht**  
**House Hunting: Start early!**

Consider using official housing resources like [www.maastrichthousing.com](http://www.maastrichthousing.com) or [www.mymaastricht.nl/housing](http://www.mymaastricht.nl/housing).

Exercise caution with Facebook housing offers and always inspect rooms in person. Non-EU students should note that their Dutch student visa requires residency in the Netherlands, so living in a nearby country on this visa is not an option.

[mymaastricht.nl](http://mymaastricht.nl)  
make maastricht yours

[Maastrichthousing.com](http://Maastrichthousing.com)  
The independent online housing marketplace

## And when I arrive in the Netherlands?

### Collect your residence permit

Once Dutch Immigration approves your visa and once the Visa Office receives a copy, we will let you know where and when you can pick up your residence permit. As this permit replaces the MVV visa in your passport, it is essential to travel outside the Netherlands after your arrival.

### The registration in the Municipal Records Database (BRP)

It is mandatory to register in the Municipal Records Database (BRP) at the city where you will be residing in the Netherlands. For those planning to live in Maastricht (ZIP codes 6200 AA to 6229 ZZ), you must present a valid passport and a legalized birth certificate. For information on the legalization process, please refer to [the Dutch government's legalization page](#) or contact Maastricht Municipality directly at [post@maastricht.nl](mailto:post@maastricht.nl).

If you plan to reside in any other Dutch municipality, it is essential to contact the City Hall of that specific municipality to inquire about their registration requirements.

**Reminder: Holders of a Dutch residence permit are not allowed to live outside The Netherlands. You cannot live in Belgium or Germany even though Maastricht University is close to the border and accommodation may be easier to find.**

### The TB test

One of the residence permit requirements is that you will have to subject yourself to an x-ray of your chest to rule out tuberculosis. The test has to be taken within three months upon arrival. The costs of the test are €60.76. Citizens of [these countries \(link\)](#) and holders of a valid special EU residence permit from [this list \(link\)](#) are exempt from the test. In all other cases, you will have to take the test, even if you recently had a similar test in another country. More information on the test will follow after you have arrived in the Netherlands. Please note that non-compliance may result in the suspension of your residence permit.

### Health insurance

Health insurance is a statutory obligation in The Netherlands. If you already have health insurance in your home country, please check whether this also covers your entire stay in the Netherlands and to what extent. If you do not have health insurance yet, or if your current insurance policy does not (sufficiently) cover your stay in The Netherlands, you have to take out health insurance in the Netherlands. We strongly advise you to take care of this before you leave for the Netherlands to ensure proper coverage. For more information and suggestions, please refer to [this insurance page \(link\)](#).

**Enclosure 1: Example of a bank statement**

- In the case of multiple accounts, a separate original document is required for each account
- In the case of a joint account, the second account holder must include a statement that the first one may freely access the balance of the account

**Example: Bank declaration**

This letter must be printed on official and original bank paper mentioning at least the name, full address, email, and phone number of the bank.

Date of issue (dd/mm/yyyy)

To whom it may concern,

I, the undersigned, an employee of <name of bank, full address of bank>, hereby inform you that:

Name: <full name of the account holder>

Account number: <full account number including international bank codes like IBAN, BIC, and SWIFT>

is a customer at our bank.

Our customer has a <type of account> account with this bank since <date (dd/mm/yyyy) of opening account>.

The balance on this account on <date (dd/mm/yyyy)> is: <currency> <amount>

I confirm that the customer has direct access to these funds and can withdraw the full balance without notice / the balance of the account is at free disposal.

Yours faithfully,

<Signature>

<Name of the person who signed the letter>

<Date of signature (dd/mm/yyyy)>

<Location of signing>

<Bank stamp in blue ink>

## Enclosure 2: Financial statement

### Financial Statement

#### 1. Personal Details

##### I, the sponsor,

1.1	Name sponsor (as stated in the passport)	Surname _____
		First name(s) _____
1.2	Date of birth sponsor	(dd/mm/yyyy) _____
1.3	Place of birth sponsor	_____ _____
1.4	Nationality sponsor	_____ _____
1.5	Home Address sponsor (current living address in home country)	Street _____ Number _____ Postcode _____ Town _____ Country _____
1.6	Telephone sponsor	_____ _____
1.7	Email address sponsor	_____ _____
1.8	Passport or identity card number sponsor *send a copy with this statement	_____ _____

**hereby, declare that I, the sponsor, will financially support the following student:**

1.9	Name student (as stated in the passport)	Surname _____ First name(s) _____
1.10	Date of birth student	(dd/mm/yyyy) _____

**(1/2): This financial statement continues on the next page**

- 1.11 Place of birth student \_\_\_\_\_
- 1.12 Nationality student \_\_\_\_\_
- 1.13 Passport number student \_\_\_\_\_

**during his/her studies in the Netherlands.**

## 2. Monthly allowance

**I, the sponsor, hereby guarantee that I will transfer (to the student) a minimum monthly allowance of**

- 2.1 Monthly allowance in € (euro) € (euro)
- 2.2 From start date registration (dd/mm/yyyy)
- 2.3 Until end date registration (dd/mm/yyyy)

\*Contact the UM IRO (International Relations Office) for the registration period

## 3. Signing

With my signature, I declare that:

- ✓ All information and documents provided are correct and true
- ✓ I enclosed a recent bank statement or statement of account (not older than three months) proving that I have enough funds to transfer the amount in the period mentioned

- 3.1 Name of the sponsor \_\_\_\_\_
- 3.2 Place and date Place
- Date (dd/mm/yyyy)
- 3.3 Signature of the sponsor \_\_\_\_\_

### **Additional requirement joint account holder**

In the case of a joint account, the joint account holder must also sign this form and attach a passport copy.

- 3.4 Name joint account holder \_\_\_\_\_
- 3.5 Signature joint account holder \_\_\_\_\_

**(2/2): End of financial statement**

**Enclosure 3: Consent form (refer to [item 4 in paragraph A.](#))**

**Consent form for the residence permit procedure for exchange students**

**1. Personal details**

1.1	UM Student ID number	<table border="1" style="border-collapse: collapse; width: 100%;"> <tr> <td style="width: 10%;">I</td> <td style="width: 10%;">6</td> <td style="width: 10%;"></td> <td style="width: 10%;"></td> <td style="width: 10%;"></td> <td style="width: 10%;"></td> <td style="width: 10%;"></td> <td style="width: 10%;"></td> </tr> </table>	I	6						
I	6									
1.2	Name (as stated in the passport)	<p><i>Surname</i> _____</p> <p><i>First name(s)</i> _____</p>								
1.3	Sex	<p><input type="checkbox"/> Male</p> <p><input type="checkbox"/> Female</p>								
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	<p><input type="checkbox"/> unmarried (single or living together)</p> <p><input type="checkbox"/> married</p>								
1.9	Home Address (current living address)	<p><i>Street</i> _____</p> <p><i>Number</i> _____</p> <p><i>Postcode</i> _____</p> <p><i>Town</i> _____</p> <p><i>Country</i> _____</p>								
1.10	Telephone	_____								
1.11	Email address	_____								
1.12	Programme you will be registered for as an exchange student	_____								

**(1/2): This consent 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. Singing

With my signature, I declare that:

- ✓ All information and documents provided are correct and true
- ✓ I am aware that completing this procedure is my responsibility and Maastricht University does not accept any liability for my inability to meet any of the other registration requirements
- ✓ I authorize the UM Visa Office to legally act on my behalf for the application, extension, change or termination of my visa and residence permit for study and to exchange information with Dutch Immigration (IND) on my residence status
- ✓ I authorize the UM Visa Office to act and exchange information on my municipal registration
- ✓ I am aware that my residence permit for study will be revoked when terminating or interrupting my student registration
- ✓ I will contact the Visa office myself to arrange the extension of my residence permit if needed, before my current permit expires.

- 3.1 Name of foreign national \_\_\_\_\_
- 3.2 Place and date \_\_\_\_\_  
*Place* \_\_\_\_\_  
*Date (dd/mm/yyyy)* \_\_\_\_\_
- 3.3 Signature of foreign national \_\_\_\_\_

**(2/2): End of consent form**

Enclosure 4: Appendix Antecedents Certificate ([refer to item 5 in paragraph A.](#))

## Appendix Antecedents Certificate

### Who should complete this appendix?

Pursuant to Articles 3.77, paragraph 11 and 3.86, paragraph of the Aliens Decree, every foreign national aged 12 years or older must complete the appendix.

*Please note!* This statement consists of 2 pages. You must complete **both** pages.

### 1. Declaration of the foreign national

On this form, you fill in whether you have ever committed a crime or a criminal offense. These are crimes committed in the Netherlands and criminal offenses committed outside the Netherlands. You must answer the questions with *Yes* or *No*. Not completing the form truthfully or failing to report is a criminal offense. This can lead to a sanction. Your answers may have consequences for your application or for a residence permit that you have previously received.

➔ *Please tick the applicable situation*

- |     |  |   |
|-----|--|---|
| 1.1 | Are you currently being prosecuted for committing a crime in the Netherlands? Or for committing a criminal offense abroad?   | <input type="checkbox"/> Yes<br><input type="checkbox"/> No |
| 1.2 | Have you ever been sentenced to a fine, community service, penalty order by a public prosecutor, custodial measure, or imprisonment, or have you accepted an out-of-court settlement for committing a crime in the Netherlands? Or have you ever been convicted of committing a criminal offense abroad? | <input type="checkbox"/> Yes<br><input type="checkbox"/> No |
| 1.3 | Have you ever committed a crime, or have you been involved in a crime as referred to in Article 1F of the 1951 Geneva Convention on Refugees? Like murder, war crime, genocide, terrorist crime, or crimes against humanity?   | <input type="checkbox"/> Yes<br><input type="checkbox"/> No |
| 1.4 | Have you received an entry ban from one of the countries of the EU/EEA or Switzerland?* Or a measure similar to an entry ban?  | <input type="checkbox"/> Yes<br><input type="checkbox"/> No |
|     | <i>*This is a ban on travel to the Netherlands, the EU / EEA or Switzerland.</i>   |   |
| 1.5 | Have you submitted incorrect data during earlier residence procedures in the Netherlands?  | <input type="checkbox"/> Yes<br><input type="checkbox"/> No |
| 1.6 | Have you stayed illegally in the Netherlands?  | <input type="checkbox"/> Yes<br><input type="checkbox"/> No |

➔ *Have you ticked 'Yes' for one or more questions? Then explain why.*

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## 2. Signing

- ✓ I have completed this form truthfully.
- ✓ I know that the IND can reject my application or withdraw my residence permit if I have ever been convicted of committing a crime.
- ✓ If something changes in my situation through which my statements on this form are no longer correct, I will notify the IND as soon as possible. I do this within four weeks after the change of my situation.

2.1	Name of foreign national	
2.2	Date of birth	<i>(dd/mm/yyyy)</i>
2.3	Place and date of signing	<i>Place</i>
		<i>Date (dd/mm/yyyy)</i>
2.4	Signature of foreign national	

### Processing of personal data

The Immigration and Naturalisation Service (IND) processes personal data when it processes your application, notification, or request. This means that if needed the IND will request data from you and other organizations or persons. The IND also uses and stores data and shares them with other organizations. When doing so, the IND strictly adheres to the stipulations of privacy legislation. For instance, the IND must treat data safely and with due care. The law also gives rights. At your request, you are allowed to see which data on you the IND processes. You can also get information on why the IND does so and to whom your data has been passed on. On [www.ind.nl](http://www.ind.nl) you can read how the IND processes your data and which rights you have. You can also read how to use your rights.

## Enclosure 5: Appendix Declaration of intent to undergo a TB test

### Appendix Declaration of intent to undergo a TB test

To obtain a residence permit, you (or the person, you represent must be prepared to undergo a tuberculosis (TB) test and – if necessary – treatment. If you submit the completed declaration of intent to undergo a TB test to the IND together with your application (and also meet all other conditions), the IND will grant you a residence permit as soon as possible.

You are granted this permit under the express condition that you will undergo a TB test within three months of having received your residence permit. Should it become clear after the issue of a residence permit that – despite signing the declaration of intent – you failed to undergo a TB test within three months, this may result in a cancellation of the permit that was granted.

Enclose the completed and signed declaration of intent with your application before you make an appointment with the Municipal Health Service. In doing so, you declare that you are prepared to undergo a TB test and, if necessary, TB treatment. For the appointment with the Municipal Health Service, you must complete the referral form as much as possible (part 1) and take it with you.

The obligation to undergo the test does not apply if you are a national of one of the countries listed in the appendix 'Exemption from the obligation to undergo a tuberculosis (TB) test' ([link](#)). Nor does the obligation to undergo the test apply if you have an EU residence permit for long-term residents issued by another EU country or are his/her family member and were already admitted to another EU country as a family member of the long-term resident.

### 1. Details of foreign national to be tested (the applicant)

*Write in block letters*

1.1	Application for a permit for the purpose of work, wealthy foreign national, learning while working, or study?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
1.2	V-number (if known)	_____
1.3	Name (as stated in the passport)	Surname _____ First name(s) _____
1.4	Sex	<input type="checkbox"/> Male <input type="checkbox"/> Female
1.5	Date of birth	(dd/mm/yyyy) _____
1.6	Place of birth	_____
1.7	Country of birth (as stated in the passport)	_____

**(1/3): This Declaration of intent to undergo a TB test continues on the next page**

1.8	Nationality	
1.9	Civil status	<input type="checkbox"/> unmarried (single or living together) <input type="checkbox"/> married <input type="checkbox"/> registered partnership <input type="checkbox"/> divorced <input type="checkbox"/> widow/widower
1.10	Home address	<i>Street</i> <hr/> <i>Number</i> <hr/> <i>Postcode</i> <hr/> <i>Town</i> <hr/>
1.11	Details passport	<i>Number</i> <hr/> <i>Country</i> <hr/> <i>Valid from (dd/mm/yyyy)</i> <hr/> <i>Valid to (dd/mm/yyyy)</i> <hr/>
1.12.1	Do you have a spouse or (registered) partner?	<input type="checkbox"/> No > Go to 2 'Signing'  <input type="checkbox"/> Spouse > Please complete the requested details below  <input type="checkbox"/> (Registered) partner > Please complete the requested details below
1.12.2	Name spouse or (registered) Partner (as stated in the passport)	<i>Surname</i> <hr/> <i>First name(s)</i> <hr/>
1.12.3	Sex	<input type="checkbox"/> Male <input type="checkbox"/> Female
1.12.4	Nationality	

**(2/3): This Declaration of intent to undergo a TB test continues on the next page**

1.12.5 Home Address

*Street* \_\_\_\_\_

*Number* \_\_\_\_\_

*Postcode* \_\_\_\_\_

*Town* \_\_\_\_\_

## 2. Signing

With my signature, I declare that:

- ✓ I am prepared to cooperate in a tuberculosis test and any treatment.
- ✓ I am aware of the fact that I must undergo a TB test within three months after the residence permit has been received. If I fail to do so, this might have consequences for my right of residence in the Netherlands.

2.1 Name of foreign national

\_\_\_\_\_

2.2 The current place and date of signing

*Place* \_\_\_\_\_

*Date (dd/mm/yyyy)* \_\_\_\_\_

2.3 Signature of foreign national

\_\_\_\_\_

**Enclosure 6: Cost breakdown****Cost breakdown for non-EU students applying to Maastricht University**

Although this information is rather accurate, it can only be an estimate. Costs may vary per programme, per annum, and per the individual pattern of spending.

Legally required funds per month are €1,250. These funds are legally required for the issue of a residence permit. They are meant to cover the following (estimated) expenses:

- Housing	€ 650
- Insurances	€ 80
- Telephone	€ 50
- Meals, beverages, and personal hygiene	€ 150
- Travel	€ 80
- Books and study materials	€ 50
- Clothing, hobbies, going out	€ 140
- Miscellaneous	€ 50
	===== +
<b>Total</b>	<b>€ 1,250</b>