

## Preparing your journey and arrival

This document contains information on a number of topics about your journey and arrival.

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2. [Arrange travel from the airport to Maastricht](#)
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These are only topics related to your legal residence procedure. Much more information on living in the Netherlands and Maastricht can be found at [www.mymaastricht.nl](http://www.mymaastricht.nl).

### 1. Picking up the long-term study visa (MVV) at the embassy or consulate

You must contact the Dutch Embassy as soon as possible after receiving this information to make an appointment, stating your name and V-number.

You should make the appointment no more than 2 months before your first enrolment date. Please note that you may be required to provide certain documents:

- Fill out additional forms; when asked for the address of the host institute, please write:  
Maastricht University Visa Office  
Bonnekantstraat 2  
6221 KR Maastricht  
[visa@maastrichtuniversity.nl](mailto:visa@maastrichtuniversity.nl)
- Submit one or two passport pictures that meet the [photo requirements in the Netherlands \(link\)](#)
- Have your fingerprints taken
- Be Interviewed

After collection, please send a clear copy of the visa sticker in your passport to:

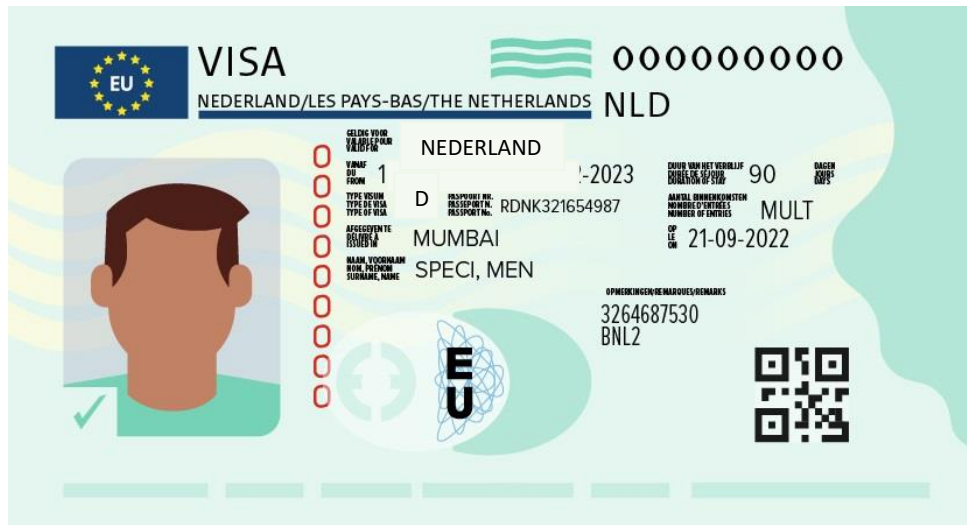
[visa@maastrichtuniversity.nl](mailto:visa@maastrichtuniversity.nl)

- When the Dutch embassy is in the same country, it may take up to 14 days before the visa sticker is placed on your passport. Please request an official receipt when handing over your passport because you may not get it back immediately.
- When the Dutch embassy is in another country it will cost more money and time because you will have to travel abroad and may require an additional entry visa. Please allow for approximately 21 days of processing time. Please request an official receipt when handing over your passport because you may not get it back immediately.

### **Note the following:**

As soon as you have collected your residence permit card after arrival in the Netherlands, this replaces the visa in your passport. The visa in your passport then becomes void. The visa is a sticker that is attached to your passport and should be a **TYPE D** visa. Even though the MVV visa says

NEDERLAND, it is valid to travel to all Schengen countries unless stated otherwise. Below you can find an example of how the MVV visa sticker looks like. In addition, more information can be found on the website of [the Government of the Netherlands \(Link\)](#).



Do not travel to the Netherlands until your MVV visa has been placed in your passport. You can travel from the “FROM” date mentioned on the Visa (not the issue date). Your residence permit has to be collected before the visa expires.

## Booking a flight

We urge you to only book any flights after the visa has been placed in your passport and the ‘valid from’ date has passed.

## 2. Arrange travel from the airport

Please check our [travel information \(Link\)](#) for pick-up facilities and alternative travel instructions from multiple airports to Maastricht or Venlo.

## 3. Collection of the residence permit

After your biometrics have been processed at the embassy, your residence card can be issued. After your arrival, you will receive additional information on the collection of your residence card. The cards will be issued at a central location in The Netherlands. As soon as the collection dates are known we will inform you and urge you to block these dates in your calendar.

If the biometrics fail to be processed you will receive an invitation to get your biometrics redone in the Netherlands.

## 4. Municipal registration

It is also 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. We already informed you on this requirement in the pre-arrival information. 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.

**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.**

#### **5. Subject to a TB test (if applicable)**

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. Citizen of one 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.

More information on the test will follow about one month after the start of your study programme. The test currently costs €60,76.

#### **6. Opening a Dutch bank account**

If you have not opened an online bank account yet, we strongly advise opening a Dutch bank account. This makes financial transactions much easier during your stay in Europe and the Netherlands. More information can be found on our [website \(link\)](#).

#### **7. Getting your deposit back**

As soon as your account has been opened, you can request your refund back by e-mailing the Visa Office via [visa@maastrichtuniversity.nl](mailto:visa@maastrichtuniversity.nl). Please provide the Visa Office with the following information:

- Your IBAN account number
- Your account name in full
- Your student ID number and date of birth

This way the refund will take approximately 5 working days.

International transfers take much more times and are not always reliable. So only if no Dutch bank account is available for the refund, it is possible to have it transferred abroad. In that case, please make sure that a direct transfer is possible (so not indirectly through agents, intermediary banks or institutes).

Please include the following information:

- Name (exactly as on the bank card) and full address of the account holder
- Name and full address of the bank
- The BIC and/or SWIFT code of the bank
- The IBAN code of the account
- The account number
- Your full name and date of birth if different from the account holder

This way the refund may take up to 15 working days.