Immigration Procedure for Exchange students

You need an entry visa (MVV) and a residence permit (VVR) for the purpose of study. Saxion will process your visa application after receiving payment of your total package fee and the required visa documents.
Students from Australia, Canada, Japan, Monaco, New Zealand, South Korea, the USA and Vatican City do not need an entry visa (MVV).

In order for Saxion to apply for your visa, you must submit the following documents as soon as possible:

1. **Payment of the total package fee** including housing (if applicable), residence permit, insurance and proof of financial means.
2. **A clear copy of your valid passport** (the personal data page + all stamped pages)
3. **Immigration Application Form** (Appendix 2)
4. **Antecedents Certificate** (Appendix 3)
5. **For Chinese students only: Original NUFFIC certificate** (you can apply through: http://www.studyinholland.nl/practical-matters/visas-andpermits/nuffic-certificate-for-chinese-students).

Important Notice: without the above documents and payment, Saxion cannot apply for your entry visa, nor your residence permit.

You need to upload these documents to our application portal http://sis.saxion.nl

*Note: Saxion International Office acts as an intermediary and has no influence whatsoever on the outcome or duration of the application process. If the submitted documents do not meet the requirements, you may be asked to prove your financial means in a different manner.
We strongly recommend no travel plans are made or costs are incurred until a decision regarding your visa application is approved and the visa has been issued by the Dutch embassy.*

Proof of financial means

Throughout the visa application procedure, Saxion will send all paperwork to the Dutch Immigration Service (IND). For this process we also need proof that you have sufficient financial means to pay for the relevant costs and support yourself during your entire study period in The Netherlands. *The payment of the tuition fee is not sufficient to prove your financial means.*

How much do you need to prove?
To calculate the sufficient financial means, you should multiply the monthly amount (set by the IND) by the number of months you will stay in the Netherlands. You may deduct the housing (excl. deposit) and insurance fees if you will pay the full package fee as stated in your invoice.
You can find the exact amount you need to prove here: Exact amount financial means

You need to transfer the amount of sufficient financial means to Saxion's bank account together with the requested package fee. **Therefore** *the proof of financial means is already included in the package fee on your invoice.*

After your arrival in the Netherlands, the amount for proof of financial means will be refunded into your Dutch bank account.

Bank account number IBAN: NL35-Rabo-0377-7114-11
Swift code of the bank: RABONL2U
Name of the account holder: Saxion University
Name of the bank: Rabobank
Address of the bank: Hengelosestraat 86-88, Enschede, the Netherlands
Payment reference: [your Saxion student number, date of birth and programme]

- Please be aware of additional bank transfer fees and take them into account when transferring the funds to Saxion's account.
- Make sure you always mention your Saxion student number and name as a payment reference, otherwise we will not be able to trace the payment to you.
- It will take approximately 2-3 weeks to have the amount of the financial means transferred to your Dutch bank account after arrival in the Netherlands, so please make sure you have sufficient funds in the meantime to pay for food, supplies etc.

IMMIGRATION APPLICATIONFORM

PLEASE TYPE OR USE CAPITALS:

Family name *(surname)*_____
First name(s)_____
Date of birth (dd-mm-yyyy)_____ Place of birth_____
Nationality _____ Marital status: Single/Married
Passport number _____ Valid from _____ until_____

Permanent residence *(your address outside the Netherlands):*
Street_____
Postal code and City_____
Country_____
E-mail address_____
Mobile phone nr_____

Location or place of the Dutch Embassy/Consulate where you want to pick up your MVV *(closest to your residence). Only applicable for students who need an entry visa (MVV)*

Place: _____ **Country:**_____
(Please note that if you want to pick up your MVV in another country you must have a valid residence permit for that country)

By signing this form I authorize Saxion University of Applied Sciences:
- to be my contact person for applying for my residence permit at the Immigration Authorities and to act on my behalf.

      All correspondence concerning my stay in the Netherlands should be sent to
      Saxion University of Applied Sciences
      International Office
      Postbus 70000
      7500 KB Enschede, The Netherlands

- to withdraw my registration with the Immigration Authorities if I do not start the study programme, if I cancel/quit my studies or in case I do not pass at least 50% of the nominal study workload for (the part) of the academic period.

Date: _____   Signature student

Immigration and Naturalisation
Service
Ministry of Justice and Security

Appendix
Antecedents Certificate

1 Certificate

> *Please tick the applicable situation*

☐ I certify that:
- I have never been sentenced to imprisonment or a custodial measure for committing a crime;
- I have never been sentenced to perform community service for committing a crime;
- I have never been imposed an unconditional fine for committing a crime;
- I have never accepted an out-of-court settlement for committing a crime;
- I have never been imposed a penalty order by a public prosecutor for committing a crime;
- I am currently not subject to prosecution for committing a crime;
- I have never been responsible for one of the following categories of acts as referred to in Article 1 F of the 1951 Refugee Convention: a crime against peace, a war crime, a crime against humanity, a serious non-political crime (for example murder or terrorism), or acts contrary to the purposes and principles of the United Nations (for example terrorist acts); and
- I am aware of the fact that a sentence for committing a crime may result in a refusal or termination of the right of residence.
- I have not submitted any incorrect data during earlier residence procedures;
- I did not reside in the Netherlands illegally in the past;
- I am not subject to any entry ban.

☐ I am unable to certify the above for the following reasons:

2 Signing (by the foreign national)

I have completed this form truthfully.

2.1 Name

2.2 Date of birth and V-number

Day   Month   Year   V-number

2.3 Place and date

Place   Day   Month   Year

2.4 Signature