

# HU Change Form Payment 2022-2023

With this form you can change previously submitted payment details. Have you arranged (but not yet confirmed) the payment of your tuition fees in Studielink? If so, you can change it again in [Studielink](#).

You can only fill in this form digitally. All fields are required, unless otherwise indicated.



HOGESCHOOL  
UTRECHT

## 1 Student's personal details

First name + surname: \_\_\_\_\_  
Student number: \_\_\_\_\_  
Date of birth: \_\_\_\_\_  
Email address: \_\_\_\_\_  
Telephone number: \_\_\_\_\_

## 2 By which method do you want to pay your tuition fees?

Direct debit (only possible if the payer has a personal bank account within [SEPA](#)):

**In 1 instalment** (around 25 September)

**In 10 instalments** (around: 25-09, 25-10, 25-11, 25-12, 25-01, 25-02, 25-03, 25-04, 25-05, 25-06).

Please note: the first instalment includes €24 administration fee.

Payment details direct debit:

IBAN: \_\_\_\_\_

BIC number: \_\_\_\_\_

*(BIC number is only necessary for foreign banks; you can find your IBAN and BIC number via: <https://www.iban-converteren.nl/Converter.aspx>)*

Account holder's name: \_\_\_\_\_

Address: \_\_\_\_\_

Postcode: \_\_\_\_\_ City: \_\_\_\_\_

Country: \_\_\_\_\_

Money transfer (the payer will receive an invoice for the full tuition fees)

Payer's name: \_\_\_\_\_

Name of company (if applicable): \_\_\_\_\_

Contact person: \_\_\_\_\_

Payment reference: \_\_\_\_\_

Address: \_\_\_\_\_

Postcode: \_\_\_\_\_ City: \_\_\_\_\_

Country: \_\_\_\_\_

Payer's email address: \_\_\_\_\_

**Please note:** The invoice will be sent to this e-mail address. Make sure this is the correct e-mail address. This cannot be an HU e-mail address.

Telephone number: \_\_\_\_\_

### 3 Tuition fees amount

The tuition fees amount is determined on the basis of the information as held by HU at this moment. HU reserves the right to change the tuition fees amount if new information (a change in the law, for instance) requires HU to do so. You can check the current amount of your tuition fees in Studielink. Please check the tuition fee calculator on [www.internationalhu.com/tuition-fee-calculator](http://www.internationalhu.com/tuition-fee-calculator) for more information about tuition fee rates.

### 4 Signature

I declare that I have filled in this form fully and truthfully. I guarantee, or authorise the person/company/organisation named above to guarantee, payment of the tuition fees for the 2022-2023 academic year.

In case of payment through money transfer, the payer will receive an invoice in or around 25 September if you start your programme in September. If you start at an alternate starting moment, the payer will receive the invoice in the first month of your programme. The payer has 30 days from the invoice date to transfer the entire tuition fee to HU. As a student, you will always remain fully responsible for the payment of tuition fees. If the payer has not paid the tuition fees within 30 days of receiving the invoice, you, as the student, must take care of the payment yourself. Enrolment can be terminated by the institution if payment is not made on time. For the full terms and conditions, please refer to the [HU Enrolment Regulations](#).

If you change your payment method from payment in one instalment to payment in several instalments, it is possible that the final calculation of the tuition fees will result in an additional charge.

Have you correctly filled in all the fields above? Then sign this form digitally (e.g. with [Adobe](#)) or by printing it, signing it and scanning it again.

Send the completed and signed form as a .pdf-document to [stip@hu.nl](mailto:stip@hu.nl).

Date: \_\_\_\_\_

\_\_\_\_\_  
Student's signature  
(required)

\_\_\_\_\_  
Payer's signature  
(required, also if you are paying yourself)

Will you be **younger than 18** on the starting date of your programme? Then a parent or guardian must sign here.

\_\_\_\_\_  
Parent/guardian's signature