



UNIVERSITY  
OF APPLIED  
SCIENCES  
UTRECHT

# IMMIGRATION GUIDE DEGREE STUDENTS

**Version**

March 2026

© **HU** University of Applied Sciences Utrecht, Immigration Unit, 2026.

# Table of Contents

<b>1. Introduction .....</b>	<b>3</b>
<b>2. Deadlines &amp; Payments.....</b>	<b>5</b>
<b>3. Verifying identity and residence status .....</b>	<b>9</b>
<b>4. Immigration Application .....</b>	<b>12</b>
<b>5. Travel &amp; Arrival .....</b>	<b>17</b>
<b>6. Departure .....</b>	<b>20</b>
<b>7. Appendix A: Document requirements and retention period .....</b>	<b>21</b>
<b>8. Appendix B: Useful links &amp; Documents .....</b>	<b>22</b>

# 1. Introduction

International students (except those with an EU/EEA or Swiss nationality) who wish to study at HU University of Applied Sciences (HU) need a Dutch study residence permit.

You cannot apply for a Dutch study residence permit yourself. As a recognised official sponsor for the Dutch Immigration and Naturalisation Service (IND), HU can apply on your behalf, after we have approved your immigration application and you have met all other entry requirements for your programme at HU.

You will need to complete HU's immigration procedure in order for HU to apply for a *change of residence permit* (if you now have a Dutch residence permit for a different purpose than studies), or for HU to apply for a *change of sponsor* (if you now have a valid residence permit for study purposes with another Dutch university as your current sponsor).

Please note that there is no possibility to arrange a visa/residence permit for a part-time study programme in the Netherlands!

When arranging this residence permit for study, there are certain things you need to be aware of. Both HU and the student have rights and obligations. Read the IND brochure '[Coming to study in the Netherlands](#)' carefully, which contains a summary of these rights, obligations, and conditions.

Use this HU immigration guide to prepare all the required documents and to complete all the necessary steps for your immigration procedure.

HU is a recognised sponsor for the IND. Therefore, HU will assess your immigration application and will forward it the IND only if,

1. We have received your full application before your deadline, and your application is approved by HU;
2. We have received the payment of the IND application fee (if this applies to you);
3. We have received the payment of your first year's tuition fee.

Your application is submitted under strict conditions of the IND. Our university can forward it to the IND 3 months prior to the official start of your programme at the earliest. If you submitted your immigration documents earlier, be aware that we cannot forward the application to the IND immediately.

Please go through the steps in this document to find out what the IND expects from you and what you should arrange. Make sure to read the entire document before you start the application process. Check your email inbox and spam folder frequently during your application.

## 2. Deadlines & Payments

To ensure your Dutch residence permit application is approved before the start of your programme, and to make sure your enrolment is finalised on time, we must keep very strict deadlines.

All relevant documents must be complete on the immigration deadline applicable to you. There are different deadlines, based on your nationality. Subsequently, all relevant payments must be received on the payment deadline. Depending on your situation this can include:

- Payment of your tuition fees
- The IND application fee
- (In some cases) the payment of the deposit of a year of living expenses

Payment deadlines are two weeks after your immigration deadline. Arrange your payment at least one week before the payment deadline to allow for administrative delays, caused by your bank.

### Completing your application in time

Make sure to complete your immigration application well before the deadline to allow for sufficient time to adjust documents or provide extra information if requested. Please be aware that filing your immigration application close to the date of the deadline leaves no room for adjustment. Filing your application a minimum of 2 weeks before your deadline will assure an extra chance for you to supply new documents or to add information.

A complete immigration application consists of providing all required documents. You may be invited for a mandatory interview which may take place before or after the immigration application deadline.

### Which permit do you require?

- **MVV** = Entry visa to enter the Netherlands. The MVV is only valid for 3 months and will be collected at the Dutch embassy or consulate in your home country or the nearest country to your country of official residence.
- **VVR** = Study Residence Permit. The VVR will be valid for your entire study period and will be collected in the Netherlands after arrival.

Check the information below to see if you require a MVV (entry visa) and/or VVR (residence permit) to study in the Netherlands.

**Students from EU/EEA country, or Switzerland:** No MVV and VVR needed

**Students from Australia, Canada, Japan, Monaco, New-Zealand, South Korea, UK, or the USA:** You only need a VVR

**Students from all other countries:** You need a MVV and VVR

To know which deadline applies to you, you need to know which permit you require.

### Deadlines September start

Will you be starting a degree programme in September? The immigration application deadlines are:

- **31 May:** Students living outside of the Netherlands must start their application using [Studielink.nl](https://studielink.nl) before this date.
- **1 May:** Students living in the Netherlands must start their application using [Studielink.nl](https://studielink.nl) before this date.

Refer to the programmes page, as dates may vary.

- **15 June:** Students requiring an MVV and Residence Permit

If you have a nationality that [requires a MVV and Dutch residence permit](#), you need to have submitted your complete immigration application on 15 June. The required payments must be received by 1 July: The payment of your tuition fees, the IND

fees, and only if HU requires this, the payment of the deposit of a year of living expenses.

- **15 July:** Students who require a residence permit and whose nationality exempts them from the MVV

If your nationality is [exempted from the MVV requirement](#), you need to have submitted your complete immigration application on 15 July. The required payments must be received by 1 August: The payment of your tuition fees and, the IND fees and only if HU requires this, the payment of the deposit of a year of living expenses.

*Please be aware of the correct deadline. Your deadline is based on your nationality, not on your current Dutch residence status or Schengen residence status.*

*If you have a valid\* residence permit from another Schengen country (\*Must be at least valid until the start date of your study programme at HU): Your deadline is 15 June, but you only need a VVR.*

*If you have a valid Dutch residence permit, your deadline depends on your nationality. If you are still residing in the Netherlands at the time HU applies for your residence permit, it is possible you do not require an MVV.*

### **Deadlines February start**

Will you be joining us for a degree programme that starts in February? The immigration application deadlines are:

- **31 October:** Students living outside of the Netherlands must start their application using [Studielink.nl](#) before this date.
- **31 December / 31 Januari:** Students living in the Netherlands must start their application using [Studielink.nl](#) before this date.

Refer to the programmes page, as dates may vary.

- **15 November:** Students requiring an MVV and Residence Permit

If you have a nationality that [requires an MVV and Dutch residence permit](#), you need to have submitted your complete immigration application on 15 November.

The required payments must be received by 1 December: The payment of your tuition fees, the IND fees, and only if HU requires this, the payment of the deposit of a year of living expenses.

- **15 December:** Students who require a residence permit and whose nationality exempts them from an MVV

If you are [exempted from the MVV requirement](#), you need to have submitted your complete immigration application on 15 December. The required payments must be received by 1 January: The payment of your tuition fees and only if HU requires this, the payment of the deposit of a year of living expenses.

*Please be aware of the correct deadline. Your deadline is based on your nationality, not on your current Dutch residence status or Schengen residence status.*

*If you have a valid\* residence permit from another Schengen country (\*Must be at least valid until Dutch residence permit is obtained): Your deadline is 15 November, but you only need a VVR.*

*If you have a valid Dutch residence permit, your deadline depends on your nationality. If you are still residing in the Netherlands at the time HU applies for your residence permit, it is possible you do not require an MVV.*

### 3. Verifying identity and residence status

For students with a non-EER nationality, we need to confirm your identity and your residence status. You will receive an invitation via email requesting you to verify your personal details in Osiris Application. You will need to complete this process **within 10 working days after receiving the invitation**. After completion, you may be invited for an immigration interview as part of your application.

Within the 'Identification and Permit process' you will need to upload a copy of your valid passport, and you will need to inform us about your current Dutch residence status:

1. You do not hold a valid Dutch residence permit; this means you need a Dutch study residence permit to enrol at HU.
2. You hold a valid Dutch residence permit, but it does not allow for study: you need HU to apply for a change of your residence purpose to 'studies'.
3. You hold a valid Dutch study residence permit; you need HU to take over (transfer) sponsorship for your residence permit.
4. You hold a valid Dutch search year residence permit that expires during the first year of enrolment at HU; you need HU to apply for a residence permit for study purposes. **Note:** HU does this only at the start of the academic year, not throughout. Therefore, it is advised to think your application through to avoid having gaps in your residence status.
5. You hold a different type of Dutch residence permit that allows you to study in the Netherlands; HU will check the copy of your residence permit and will inform you accordingly. If you have a Dutch residence permit that allows for study, you do not need immigration services from HU.

**For applicants who currently reside in the Netherlands, please note:**

If you are currently in the possession of a valid Dutch residence permit it is very important you check whether you are allowed to study with it. For example, if you currently have a residence permit as an au-pair or a residence permit for work, you will need a study residence permit. If you are unsure of your residence situation, please check it directly through the IND and contact HU as well.

If you are positive that you do not need a study residence permit, you can select this option and upload your valid Dutch residence permit in Osiris Application. Please do this with care as an incorrect application will cause delay in the progress of your enrolment.

If you currently reside legally in the Netherlands and HU is applying for a new residence permit, HU will be able to arrange it without you having to leave the Netherlands.

Be aware that if your current residence permit expires and you are leaving the Netherlands while you are in the application process with HU, this can lead to needing a different procedure.

### **Immigration Questionnaire**

If you need immigration services from HU, you will be asked to fill out our Immigration questionnaire as the final part of the Identification and Permit process. The goal of this immigration form is to get insight in your motivation for your application. You can download the immigration questionnaire [here](#). Please read the instructions on the form thoroughly before filling it out and uploading it in Osiris Application.

After completing the Identification and Permit process, you may be asked to continue with the other parts of your application at HU. Depending on whether you are applying for a bachelor's or master's programme, different documents will be requested (Which can include but are not limited to; your diploma, transcript, language test result, motivation letter, CV, and documents required in the matching process or programme selection check).

Be aware that you must complete all the parts of your application at HU in order to continue to the actual immigration application. The admissions requirements must be met before HU can forward your immigration application to the IND.

## 4. Immigration Application

You can start the next step of your immigration application from April onwards (for students who start their programme in September), after the first steps have been approved. Only after completing the admission requirements, you will receive an invitation for the immigration process. In this process you must provide documents that are required for your residence permit application. Please note that due to IND restrictions this invitation will be sent to you a maximum of 6 months prior to the official start date of the programme you have applied for.

### Passport, Antecedents Certificate, TB test declaration

Please upload the following documents in Osiris Application. Make sure that the documents meet the requirements outlined in Appendix A.

1. A scan of your passport (valid for at least 6 months) including a copy of all pages with a stamp.
2. A completed and signed [Antecedents Certificate form](#). On this form you fill in whether you have ever committed a crime or criminal offence.
3. A completed and signed '[Declaration of intent to undergo a TB \(tuberculosis\) test](#)' form. This applies to you if your country of origin is not on the [IND TB exemption list](#).

### Proof of sufficient financial funds

An important requirement for a residence permit is that you have sufficient funds for the entire duration of your studies at HU. Arrange your financial support early on. In your immigration application, you must show proof you have access to sufficient funds to cover your living expenses, tuition fee and IND application fee; and that you can freely access these funds.

### Tuition fee proof

Consult our website to find out the current amount of tuition fees, using the [tuition fee calculator](#). You must submit bank documents as proof that you have access to the first year of tuition fees. If someone else is taking responsibility for the payment of your tuition fees, they will have to complete our [sponsor statement for the payment of tuition fees](#) and we need a copy of their passport. You must make sure that the bank transfer of your tuition fees is done by the person whom you indicated as the financier for your tuition fee in your immigration application.

After HU has approved your documents, the first year of tuition fees must be transferred to HU, 2 weeks after your immigration application deadline.

### Living expenses / study norm proof

You need to prove you have access to sufficient funds for your living expenses by uploading bank documents and/ or proof of having a scholarship. The minimum amount for a year of living expenses is set by the IND and must consist of 12x the [study norm](#). Although you are required to show proof for only 12 months, please consider that you might need more, especially if you are enrolling in a bachelor's programme.

It is not possible to transfer the living expenses as a deposit on HU's bank account. Transferring the living expenses is only requested by HU in some exceptional cases.

### Accepted documents

The document requirements set by the IND are to be found on the [IND website](#). You can also find a summary of the document requirements in Appendix A of this Immigration Guide. Please note, HU is not obliged to accept all the options that are listed on the IND website. *HU does **not** accept the following two options:*

- 'You deposit money on the account of your educational institution' to show proof for sufficient funds for living expenses.
- 'You receive funds from a company'.

HU accepts the following ways of showing proof of having enough financial funds:

1. You have the money, either on your own bank account or you have proof of having a scholarship
2. You have a private financier abroad, whose funds are on their bank account
3. You have a private financier in the Netherlands with independent, sustainable and sufficient income. For a financier in the Netherlands, the IND requires a large quantity of documents and different requirements than just a sufficient bank balance. Please see the [IND website](#) for more information.

You may combine a maximum of two of the options given above, for example you can have one financier besides yourself, or a maximum of two financiers if you cannot financially support yourself. Only current/checking accounts and regular savings accounts are accepted, from which you or your financier can freely withdraw funds without restriction. We do not accept other types of accounts such as investment accounts, deposit accounts, certificates of deposit, bank accounts of companies, or trust fund accounts.

HU may contact you if the bank account used was opened very recently, if there are large transfers or deposits, or in other situations where we need additional information.

### Joint bank account

Is your bank account or your financier's bank account on more than one name? Then we will need:

1. Statement of the other account holder saying that the funds on the shared account can be used without restriction by your financier or yourself. The statement of the other account holder must contain:
  - a. the date,
  - b. account number,
  - c. financier's name,
  - d. full name and handwritten signature of the other account holder.

2. A copy of the other account holder's valid passport or national and valid identity card. We do not accept driving licenses or health insurance cards as proof of identity.

### Document requirements

The IND has strict document requirements. Please make sure all your submitted documents meet the document requirements listed in Appendix A. For more details and the required documents/PDF forms for the acceptable forms of showing proof of sufficient financial funds, check the [IND website](#).

HU has the right to choose the type of documents it accepts as financial proof. HU is not obliged to accept all options listed on the IND website.

If HU has reason to doubt the authenticity of your documents, HU has the right to request additional proof as evidence of your financial situation. In case you are unable to present convincing proof of your financial situation, HU has the right to refuse your application.

If your application contains inconsistent or false information (whether supplied to us in documents, interviews or other types of communication,) HU has the right to refuse your application.

### Pay your IND fees

After your documents for the residence permit application have been approved by HU, you will receive an invoice for the IND fees. You may check the IND website for the [current IND fees amount](#). Make sure you pay on time. Not paying on time can lead to the cancellation of your application at HU! We can only forward your application with the IND after your full payments have been received. The IND application fee is non-refundable.

*Exemption for the IND fees:* If you still have a valid Dutch study residence permit which is valid for more than 3 months after the start of your study programme at HU, *and* your current Dutch university has not terminated their sponsorship for you at the time of HU

taking over sponsorship, then you do not need to pay IND fees. Hu will take on sponsorship 1 month prior to the official start date of your HU study programme.

### **Pay your tuition fee**

You will also receive a payment request for the tuition fees. Make sure you pay on time. Not paying on time can lead to the cancellation of your application at HU! Arrange your payment at least one week before the financial deadline to allow for (bank) administration delays. We can only forward your application with the IND after your full payments have been received. Consult our website to find out the amount of the tuition fee, using our [tuition fee calculator](#).

### **Approval of the MVV/VVR**

Only if your application is completed by the deadline, approved by HU and all required fees are paid on time, will HU forward the application to the IND. You will receive an email as soon as the application is forwarded to the IND. You should expect another email notification with the decision of the IND approximately 3 to 4 weeks after the IND has received our request. A copy of the official IND approval letter will be made available in Osiris Application.

### **Special notice for students needing an MVV**

Please be aware that when picking up your MVV, the Dutch embassy holds the right to advise the IND against issuing the MVV for any valid reason they might have. The final decision regarding the visa application lies with the IND, not with HU. We strongly recommend you DO NOT book your flight to the Netherlands until you have picked up your MVV sticker at the Dutch embassy.

## 5. Travel & Arrival

### Before your travel to the Netherlands

#### 1. If you need an MVV

Read our emails carefully and follow the details on how to prepare and arrange an appointment with the Dutch embassy or consulate in your country of legal residence. When collecting your MVV you must be prepared to provide the embassy with biometric details: photograph, fingerprint, signature and a completed application form.

#### 2. If you do NOT need an MVV

You do not need to go to a Dutch embassy prior to leaving. You can arrange your travel to the Netherlands as soon as you have the official IND approval letter. Keep this approval letter available during your travels. Also keep it with you until you have collected your residence permit. The approval letter proves that you have permission to stay in the Netherlands. It can be used for official use such as registration with the municipality and opening a bank account.

Once you arrive in the Netherlands, you must make an appointment to provide the IND with biometric details: photograph, fingerprint, signature and a completed application form. Your biometrics are needed to produce the residence permit card. We will inform you on when and how to book an appointment.

### Picking up your residence permit card

Once your residence permit card is ready, the IND will notify HU. HU will send you an email around the start date of your study programme, with details on how and where to collect your residence permit card.

*Note: All students with MVV or/and VVR must collect the study permit card!*

## Register at the municipality and arrange practical matters

There are a few practical matters you need to arrange after your arrival in the Netherlands. Please download and read the [HU Welcome magazine](#) for more information. The most important matters you need to arrange are:

1. You must register with the municipality within 5 days of arriving in the Netherlands. More information about how to do this, can be asked at the municipality you have moved to.
2. Dutch law requires that everyone living in the Netherlands has adequate health insurance. You must have proof of this when holding a residence permit. You can find more on health insurance on our [website](#).
3. Open a Dutch bank account as soon as possible! It can be difficult to open a Dutch bank account without a Dutch social security number (BSN), that is issued to you after you have registered at your local municipality. However, it depends on the bank, and some offer special services to international students that do not have a BSN yet (like the [ING](#) bank)
4. Take a Tuberculosis (TB) test. For those nationalities who are [not exempted](#), you will need to take a TB test. Upon arrival in the Netherlands, you will need to arrange a test at a [Municipal Health Service \(GGD\) in Utrecht](#) promptly. No appointment is necessary, but a fee may be charged. If you need to take the test, you may [download](#) the form from the IND and follow the instructions. Make sure you take the test within three months after arrival! If not, the IND may cancel your residence permit.

## Rights, Obligations and Study Progress

HU, as well as students who have a study residence permit, have their rights and obligations. All the conditions can be found on the [IND website](#). The most important obligations for you as a student are:

- You need to actively participate in your study programme.
- You have a study progress requirement of 50%.
- This means that you need to obtain at least 50% of the credits for each academic year (you can obtain 60 ECTS per academic year; you will need to get at least 30 ECTS per academic year).
- You need to remain enrolled as a student. At the end of the academic year, you need to be able to prove you have sufficient funds for your next study year if you wish to re-enrol for a consecutive year.
- If you intend to change your type of residence permit or wish to stop (defer) your study, you must inform HU.
- You are allowed to work for an employer for a maximum of 16 hours a week during the year, or fulltime during the months of June, July and August. Your employer must apply for a work permit for you (TWV).

HU does regular checks on all requirements. If you do not meet these requirements without a valid reason, HU is obliged to terminate the sponsorship for your residence permit, which may result in the IND revoking your residence permit.

## 6. Departure

### Municipality de-registration

It is very important you inform your municipality that you are no longer living at your address, before you leave the Netherlands. Note! If you have already left the Netherlands, you must use the postal system to inform the municipality. Procedures depend on your municipality:

- Utrecht: Follow the instructions on the [emigration and deregistration site](#) of Utrecht municipality.
- Other municipalities: Check the website of your municipality for the address and opening hours. Call beforehand to see if you need to make an appointment.

### Close your Dutch bank account

If you have a Dutch bank account, make sure you close the account before you leave or make an agreement with your bank on a closing date. Otherwise, bank charges could grow in the account, resulting in you having a debt in the Netherlands.

### Return your residence permit card to the IND

Once you've graduated, or when you have terminated your enrolment, HU as your sponsor, will inform the IND of the termination of HU's sponsorship for your residence permit. The residence permit card is property of the Dutch government, which means you must return it to the IND before you leave the country. There are different ways to give the residence document back to the IND. Please follow the instructions on [their website](#) on how to do this.

# 7. Appendix A: Document requirements and retention period

## Requirements for all documents\* uploaded in the Osiris Application Immigration Process

- The original document is in [English, Dutch, German or French](#). If it is in a different language, it must be translated into one of these languages by a sworn translator and we need the officially translated document as well as the original document.
- The document cannot be older than 3 months
- Documents that contain a signature must have handwritten signatures. Copy-pasted or digital signatures are not allowed.
- Documents must be legible and the scan must show the edges of the document
- Documents must be uploaded as PDF files

## \*Additional requirements for bank documents uploaded in the Osiris Application Immigration Process

- It cannot contain alterations of any sort
- It must be an original bank transaction report or a downloaded transaction report.
- It must include the date
- It lists the withdrawals and deposits of the most recent 3 months
- It states the name of the account holder (the surname and initials)
- It contains the bank account number
- It contains the bank balance
- It contains the currency used
- It states the type of bank account (must be either a regular savings or current account)
- It contains the contact details of the bank (website and/or email address; bank branch including address and telephone number)

## Retention period

HU is obliged to retain your immigration documents until 5 years after termination of the sponsorship of HU over your residence permit.

## 8. Appendix B: Useful links & Documents

IND forms, documents and information:

[IND Antecedents Certificate](#)

[IND Declaration of intent to undergo a TB test](#)

[IND TB exempted countries](#)

[IND brochure 'Coming to study in the Netherlands](#)

[IND Appendix 'Statement of financial support' \(private person\)](#)

[Obligations of a recognised sponsor](#)

HU forms, documents and information:

[HU Sponsor statement for the payment of tuition fees](#)

[HU Statement of Conditions Residence permit for studies](#)

[HU Consent form financial documents](#)

[www.internationalhu.com](http://www.internationalhu.com)

[www.internationalhu.com/immigration](http://www.internationalhu.com/immigration)

[www.internationalhu.com/immigration-forms](http://www.internationalhu.com/immigration-forms)

[NL Scholarship](#)

General information on studying and living in the Netherlands:

[Study in NL](#)