

MVV / Residence permit Application procedure 2012/2013

Immigration procedure in the Netherlands are very strict. Please read the information below carefully

General information

MVV

An MVV (*machtiging tot voorlopig verblijf*) is an authorisation for temporary stay. An MVV is an entrance visa for the Netherlands. A sticker will be placed in your passport by the Dutch representative in your home country or country of establishment. By sending in your MVV application, we will at the same time already apply for your residence permit. This means, that when you arrive in Breda at the NHTV, the invitation letter to pick up your residence permit will be ready at the International Office.

Who needs to apply for an MVV and who only needs to apply for a Residence permit?

All non EU students (except for students with an American, Australian, Canadian, Monegasque, New Zealand, South Korean or Japanese nationality) need an MVV if they stay in the Netherlands longer than 3 months. It is not allowed to enter The Netherlands on a tourist visa.

Students with an American, Australian, Canadian, Monegasque, New Zealand, South Korean or Japanese nationality do not need an MVV to enter the Netherlands, but do need to apply for a residence permit.

ARE YOU:

- 1. A degree seeking student who needs to apply for an MVV + Residence Permit, read chapter 1+4+5+6**
- 2. A degree seeking student who only needs to apply for a residence permit, read chapter 2+3+4+6**
- 3. An exchange student who needs to apply for an MVV + Residence Permit, read chapter 2+3+4+5+6**
- 4. An exchange student who only needs to apply for a residence permit, read chapter 2+3+4+6**

Chapter 1. Proof of sufficient means for MVV application & tuition fee

One of the conditions to apply for a residence permit / MVV is that you have to show that you have sufficient financial means to cover your study and living expenses in The Netherlands.

The net monthly amount a student needs to have is €800. This amount is also referred to as 'standard amounts for students' and is based on the standard amounts of the Dutch Student Finance Act. The amounts are adjusted every six months.

This is why the required amount to enable an MVV application and/or Residence permit application for all NHTV Bachelor and Master students is set on € 10.000,--. We will use this amount in order to proof your sufficient financial means to the Immigration office. The amount remaining after deduction of Tuition fee, MVV, Residence permit fee and AON insurance costs, will be refunded into your Dutch bank account:

1. Tuition fee 2012/2013:	€ 7.578,00 (bachelor) / € 8.742,00 (master)
2. AON insurance:	€ 480,00
3. MVV / Residence permit legal dues	€ 600,00
4. VisaCare fee	€ 35,00
5. Costs Tuberculosis test	€ 45,00
4. Remaining amount for living expenses	€ 1.262,00 (bachelor) / € 98,00 (master)

Total amount €10.000,00

This amount needs to be transferred before the 1st of July 2012 into the account of NHTV. Please contact your bank in order to have the money transferred to the following account number:

- Bank account number NHTV:	329457
- Name of the bank:	ING
- Address of the bank:	Bijster 9, 4817 HZ Breda
- BIC code:	INGBNL2A
- IBAN code:	NL04INGB0000329457
- Subject:	Indicate your ID code (you received after registration Studielink) + Surname

3.1 Tuition fee

The tuition fee for the academic year 2012/2013 for Non-EU students for bachelor programmes is set on **€7.578,00**. The tuition fee for Master programmes is **€8.742,00**. The amounts are adjusted every academic year.

3.2 AON insurance

The International Office will apply for your insurance at the AON insurance Company. We will apply for the insurance for a period of 12 months. The AON insurance has a broad cover and insures you adequately against medical costs, liability, baggage and household contents, costs for basic legal aid and emergency aid (e.g. repatriation). They provide good quality at low price. For more information, please visit www.aon.nl. Note that you can not apply for the insurance your selves; International Office will do this for you.

3.3 MVV/ Residence permit (VVR)

The legal dues for the MVV and/or Residence Permit application procedure is €600 and is non-refundable. This amount is set by the Ministry of Justice in the Netherlands.

3.4 Visa Care application fee

The costs for the use of the VisaCare application are €35,00.

3.5 Tuberculosis test

As a Non EU student you will need to undergo a tuberculosis examination within three months. You will be informed about this by International Office as soon as the programme has started. The costs for the TBC check are €45,00.

3.6 Living expenses

After your arrival, the amount remaining after deduction of tuition fee, MVV fee, residence permit fee and insurance costs, will be refunded into your Dutch bank account which you need to open upon arrival in The Netherlands.

Chapter 2. Proof of sufficient means residence permit application / Exchange MVV

One of the conditions to apply for a residence permit / MVV is that you have to show that you have sufficient financial means to cover your study and living expenses in The Netherlands.

The net monthly amount a student needs to have is €800. This amount is also referred to as 'standard amounts for students' and is based on the standard amounts of the Dutch Student Finance Act. The amounts are adjusted every six months.

As a degree seeking student (this only applies to students who don't need to apply for a MVV!) or a double degree student, you will need to apply for a residence permit for a year. This means that you will need to prove in total an amount of €9.600,00 (12x€800) on your bank account.

As an exchange student, for an exchange period of 6 months, you will need to prove in total an amount of €4.800,00 (6x€800,00) on your bank account.

In order to prove this, you can choose between three options:

1. You are self-supporting, Bank statement

an original recent statement from the bank (not a copy) with regard to the amount of money in the bank account.

This may either be a Dutch or a foreign-based bank account. The account has to be fully or partially in your name. The statement must be in Dutch, English, French or German. Your name, the number of the bank account in question and the balance that is available need to be clearly stated on these statements. Preferably, the amounts are expressed in Euros, but statements expressed in other currencies are also acceptable. The bank statement has to be original; it mustn't give rise to doubt whether it really is a statement of an existing bank. In practice, this means that the statement needs to contain, in a clear manner, the name, address details and telephone number and logo of the bank. In addition, there mustn't be any doubt as to whether the money is freely available.

2. You (will) receive a grant

Scholarships from The Netherlands as well as from foreign countries are accepted. A copy of the official confirmation of this scholarship has to be submitted. This document must demonstrate that the scholarship has really been awarded to the student, which institution/authority provides the scholarship, the amount of the scholarship and the duration of the scholarship.

If the official confirmation states that the student has to pay the scholarship back after his/her studies, this won't have any negative consequences; such scholarships are also accepted.

If the official confirmation states that a percentage of the actual costs will be paid, and/or that the student may claim a percentage of the costs incurred, this scholarship cannot be accepted! After all, the actual costs will only be known after the academic year has ended. That is why it is impossible to know the exact amount of the scholarship to be paid the moment the application of MVV is submitted.

In case your grant will partially cover the amount you need to prove, you can combine this with a bank statement.

3. You (or a third party) will deposit money into the NHTV bank account.

Given that the previous option will not be possible in most cases, we offer the possibility to have the **total amount** transferred to NHTV's bank account.

- Bank account number NHTV: 329457
- Name of the bank: ING
- Address of the bank: Bijster 9, 4817 HZ Breda
- BIC code: INGBNL2A
- IBAN code: NL04INGB0000329457
- Subject: Indicate your full name

After your arrival, the money will be refunded into your Dutch bank account that you can open upon your arrival in The Netherlands.

Chapter 3. Costs for Residence permit application / Exchange MVV

The legal dues for the MVV application procedure and/or the Residence permit are €600. This amount is set by the Ministry of Justice in the Netherlands.

As a Non EU student you will need to undergo a tuberculosis examination within three months. You will be informed about this by International Office as soon as the programme has started. The costs for the TBC check are €45,00.

The costs for the use of the Visa Care application is €35,00 in total.

The total amount of **€680** needs to be transferred before the 1st of July 2012 into the account of NHTV. If you are a second semester exchange student, then it needs to be transferred before 1st of November 2011. Please contact your bank in order to have the money transferred to the following account number:

- Bank account number NHTV:	329457
- Name of the bank:	ING
- Address of the bank:	Bijster 9, 4817 HZ Breda
- BIC code:	INGBNL2A
- IBAN code:	NL04INGB0000329457
- Subject:	Indicate your full name

Chapter 4. How to apply for an MVV and/or Residence permit?

The International Office of NHTV will start the application procedure for your MVV and/or Residence permit (VVR) as soon as you have been admitted to one of the NHTV's course programmes. The procedure through NHTV may take +/- 8 weeks.

NHTV International Office will send you an email with login code and password to use the Visa Care+ application. After you log in you will be guided through the MVV/VVR-procedure. You will find all the instructions needed on your 'My Documents Page' that will be activated after you filled in the online application form.

As you will read in the instructions, you will first need to upload all the documents and information needed for your MVV/VVR-application. International Office will evaluate the documents and send you an email. After the approval of your uploaded documents, you will receive an email with instructions about where to send the original documents to by courier.

International office will send the application package to the Immigration Service on your behalf. As soon as the Dutch immigration Services gives an advice concerning your MVV and/or VVR application, the NHTV will give you further instructions.

Additional criteria for Chinese students

Two additional criteria will be applied in the evaluation of MVV applications for Chinese students.

These two additional criteria are: command of the English language and authenticity of submitted documents (education-related or otherwise).

As a result of the adjustment of the accelerated MVV procedure, Chinese students who wish to be eligible for an MVV via the accelerated MVV procedure, are to apply for a "*Nuffic Certificate*" at Nuffic preceding to their MVV application. Nuffic is the *Netherlands organization for international cooperation in higher education*.

The requirements for a NUFFIC Certificate

When applying for a Nuffic Certificate, the following documents are required:

1. Nuffic Certificate Registration Form;
2. (Photocopy of) IELTS Test Report Form (Academic Version) or TOEFL IBT score
3. (Photocopy of) most recently obtained diplomas, degrees and lists of marks.

The NUFFIC Certificate Registration Form is freely available at NUFFIC website for more information please visit their website: <http://www.nuffic.nl/international-students/how-to-prepare/visas-and-permits/long-stay-visa/nuffic-certificate-for-chinese-students>

Chapter 5. How to obtain the MVV at the Dutch representative in your home country?

The IND in The Netherlands will inform the Dutch representation in your home country about the decision of your MVV. Since not all embassies and consulates notify the students when it is ready, it is advisable to contact them yourself, after we have informed you about the approval.

When picking up your MVV, please do not forget to bring:

- a valid passport – containing a blank visa page – valid for at least 6 months longer than the intended period of residence in The Netherlands;
- a copy of the holders page of the passport;
- the official admission letter of NHTV Breda University of Applied Sciences.
- the original birth certificate (with a certified translation) of the municipality of the country where you were born;
- a health declaration (please consult the Embassy if this is required)

Additional information may be requested. Please ask the Dutch representation in your home country what documents you exactly have to bring.

Chapter 6. After arrival in the Netherlands?

By sending in your MVV application to the IND, we will at the same time apply for your residence permit. This means, that when you arrive in Breda at NHTV, your residence permit card will be ready at the Immigration service office to be picked up. This also counts for students who only applied for a residence permit. You will receive an invitation letter to pick up your residence permit after arrival at NHTV.

More detailed information?

More detailed information on the MVV and residence permit application procedure can be found on:

<http://www.ind.nl>

<http://www.nuffic.nl>