



# Visa application procedure

## Entrance visa (MVV) & Study residence permit (VVR)

### IMPORTANT

Please provide us with all required payments and documents before the deadline of 28<sup>th</sup> of June 2024 to avoid any delay in your visa application process.

We strongly advise you not to book a flight until your visa application has been approved and you have checked that no travel restrictions apply. If you are unsure if travel restrictions apply to you, please contact [coia-studentsupport@hr.nl](mailto:coia-studentsupport@hr.nl)

## I. Which permits are required?

Students from all countries except EU/EEA countries and Switzerland who wish to attend a study programme at Rotterdam University of Applied Sciences for more than 3 months need a study residence permit.

Depending on your situation, you will need one or both of the following permits:

- **MVV** = Entrance visa to enter the Netherlands. The MVV is only valid for 3 months and will be collected in your home country.
- **VVR** = Study Residence Permit. The VVR will be valid for your entire study period and will be collected in the Netherlands.

MVV and VVR	VVR only (no MVV required)
Students from all countries except EU/EEA countries and Switzerland	Students from Australia, Canada, Japan, Monaco, New Zealand, South Korea, UK, USA and Vatican City State  Students with a valid residence permit from a <a href="#">Schengen country</a>

## II. Before arrival

As your recognised sponsor the Centre of International Affairs (CoIA) applies for an MVV and/or VVR on your behalf at the Dutch immigration office (IND). This process is done **before** you arrive in the Netherlands.

An MVV and/or VVR costs €228,00. This fee is specified on your invoice and is non-refundable. Students with the Sanmarinese and Israeli nationality are exempt from paying the MVV and/or VVR costs.



## General overview of the visa procedure:

Please have a look at our informative video to get a good overview of the visa procedure (click on the image):



Please also visit the following links for a step by step guide on your specific procedure:

[MVV+VVR procedure](#)

*To check which MVV location applies to you, please download the document [Countries and cities for MVV application](#). Select your country or the nearest country from the first column and then choose the closest city from the last column.*

[VVR only procedure](#)

We will guide you through these steps, to make the process as smooth as possible.

**Please note:** We recommend for both the MVV+VVR procedure and the VVR only procedure not to book your flight until you have received the positive advice/approval letter **and** you have checked that there are no travel restrictions.

## Required documents:

### Documents all students need to submit:

- [Antecedents certificate](#) completed in pen (you can leave the V-number blank).
- Copy of your passport (personal page and stamped pages). Please send all pages in 1 PDF file. If you have no stamped pages in your passport, then please confirm this in your email.

### Additional documents to submit (if applicable):

- Copy of your current residence permit from another Schengen country.
- [TB declaration](#). If your nationality is **not** on this [Tuberculosis exemption list](#), then you need to take a Tuberculosis test in the Netherlands.
- Scholarship award letter.



### **III. Proof of Sufficient Funds**

In order to obtain a study residence permit, the Dutch immigration office (IND) requires proof of sufficient funds. Exchange students need to show **€1.218,00** for every month that they will be studying at Rotterdam University of Applied Sciences. The proof of sufficient funds can be shown in these 2 ways:

1. Bank transfer to the school's bank account
2. Scholarship award letter

#### **1. Bank transfer to the school's bank account**

This means you will deposit the amount in our account to prove you have sufficient funds.

You will receive an invoice with a total of **€1.218,00** x the number of months that you will be studying at Rotterdam University of Applied Sciences.

##### **Refund of the proof of sufficient funds:**

After the start of your study programme at the Rotterdam University of Applied Sciences, we will inform you how the proof of sufficient funds will be refunded to you. Please be aware that the refund process takes about 2 months. You will not have access to the amount before that.

Please note that you will need to open a Dutch bank account as the money can only be refunded to your Dutch bank account. More information about opening a Dutch bank account after arrival in the Netherlands will be provided during the introduction presentation and can be read [online](#). Once you have submitted the refund request it takes 2 to 3 weeks before you receive the money on your Dutch bank account.

**Make sure you will have sufficient extra funds for the first 2 months in The Netherlands.**

#### **2. Scholarship award letter**

The scholarship award letter must show the following details:

- the date;
- the institution granting the scholarship;
- your personal details (initials, surname and date of birth)
- the start and finish of the scholarship (start and end date);
- the amount you receive;
- Optional: the name of the scholarship programme.
- Does the educational institution grant you a scholarship on behalf of a different institution? For example, an organisation or company? Please then show the agreement between your educational institution and the institution in question.

The scholarship letter must be drawn up in Dutch, English, German or French.

If it is not in these languages then the document needs to be translated by a [sworn translator to English](#). Please make sure all the information is correct. You need to show the original documents as well as the translation. If the scholarship amount is not sufficient and additional bank statement needs to be provided.



## **IV. After arrival**

After your arrival in the Netherlands you will need to collect your VVR (residence permit card). We will inform you on where and when you need to do this. The VVR card will be valid for your entire study period and allows you to live and study in the Netherlands for the duration of your studies. Take good care of this card, because if you lose it you need to apply for a replacement at your own cost.

Please note that from the moment you stop studying at the university, we also stop being your recognised sponsor and we inform the Dutch immigration office (IND) of this change in status. Your study residence permit will then be revoked and you will be expected to leave the Netherlands.

If you have any questions about the visa application procedure, please do not hesitate to contact the Centre of International Affairs by sending an e-mail to [coia-studentsupport@hr.nl](mailto:coia-studentsupport@hr.nl) or call us at +31 10 7946363.