



## **Information for International Students**

## Contents

Legal stay & residence permit.....	3
EU/EEA & Switzerland.....	3
Non-EU/EEA.....	3
Intra-EU Mobility.....	4
Dutch study residence permit: requirements.....	4
Dutch study residence permit: financial documentation.....	4
Dutch study residence permit: application procedure.....	5
MVV.....	6
Short stay visa.....	6
Legalisation of documents.....	6
Registration with the municipality.....	6
Student loans.....	7
Grants/Scholarships.....	7
Student finance.....	8
Student accommodation.....	8
The Student Hotel The Hague.....	8
Stayokay Den Haag.....	9
Rent allowance.....	9
Municipal and water board taxes.....	9
Medical care.....	9
Health insurance.....	10
Healthcare allowance.....	11
Other insurance.....	11
Student insurance packages.....	11
Employment outside the Royal Conservatoire.....	11
BSN.....	12
Dutch bank account.....	12
Language.....	12
Nuffic.....	12
Study in The Hague.....	12
International Office.....	12

### Legal stay & residence permit

All international students over the age of 18 who enrol at an institution for higher education in the Netherlands for the first time must prove that they are residing in the country legally, before they may be admitted to the first day of classes. International students who will live and study in the Netherlands for longer than four months also have to report to the Municipal Registry Office of the municipality (*gemeente*) in which they will be living.

Students of an EU/EEA member state (or Switzerland) do not need a Dutch residence permit. For their enrolment as a student and registration with the municipality, their valid passport/national identity card is sufficient. For more details, please see 'EU/EEA & Switzerland', below.

Non-EU/EEA students can only report to the Municipal Registry Office for municipal registration after the International Office of the Royal Conservatoire has applied for their residence permit for study purpose. For more details, please see 'Non-EU/EEA', below.

The Royal Conservatoire will provide practical guidelines to all new international students upon their arrival, relating to the residence permit application (for non-EU/EEA students) and to municipal registration. In order to avoid unnecessary delay in starting their studies, international students are strongly advised to arrive in the Netherlands around two weeks before the start of the academic year, in order to deal with relevant practical matters in due time!

### EU/EEA & Switzerland

In certain situations, EU/EEA nationals may be required to prove their legal residence in the Netherlands. For this purpose, their valid passport or national identity card is sufficient.

Please note that citizens of an EU/EEA member state (or Switzerland) who wish to stay in the Netherlands for more than three months don't need a residence permit. If they wish to stay in the Netherlands for more than four months, they should just register in the population records of the municipality in which they will be living (see 'Registration with the municipality', below) and as a result, they will receive a Citizen Service Number (*burgerservicenummer/BSN*; see 'BSN', below).

However, there is one exception: students who are not a national of an EU/EEA member state (or Switzerland), but are a family member of a national of an EU/EEA member state (or Switzerland) should apply to the *IND* for Verification against EU Community Law and for a residence document (proof of lawful residence). For more details, visit the *IND* website: <https://ind.nl/en/eu-eea/Pages/Family-member-with-different-nationality.aspx>. For the application, they have to pay a fee of €57.

The application form for an EU/EEA residence document (proof of lawful residence) can be ordered from the *IND* website: <http://indshop.pondres.nl/Pages/Bestellen.aspx> and it can also be downloaded from the *IND* website: <https://ind.nl/en/Forms/5005.pdf>

Please note: for the purpose of submitting an application for Verification against Community Law, it is not possible to directly go to a nearby *IND* desk. Students should first make an appointment by phone:

Immigratie- en Naturalisatiedienst/ <i>IND</i>	
Department of Public Information	
Telephone	(088) 0430 430 / from abroad +31 88 0430 430 (please ask for: appointment desk)
E-mail	<a href="https://ind.nl/en/contact/Pages/Email.aspx">https://ind.nl/en/contact/Pages/Email.aspx</a>
Internet	<a href="https://ind.nl/en/contact/Pages/Appointment.aspx">https://ind.nl/en/contact/Pages/Appointment.aspx</a>

For more information, please download the online brochure 'Living (and Working) in the Netherlands for EU citizens' from the *IND* website: <https://ind.nl/en/forms/8005.pdf>

### Non-EU/EEA

Non-EU/EEA students who wish to stay in the Netherlands for a period longer than three months need a temporary residence permit (*Vergunning tot Verblijf Regulier/VVR*) for study purposes.

Since 1 June 2013, the Modern Migration Law (*MoMi*) has come into effect in the Netherlands. Some important consequences of this law are:

- Only higher education institutions can apply for entree visas and residence permits for their students, including renewals and changes. When applying for an entrée visa (for more details, please read *MVV*, below), the following residence permit application will be included.
- In principle, students will get a study residence permit for the relevant total duration of their study programme; possible options: one for a preparatory year + Bachelor studies (1+4=5 years), or one for Bachelor studies (4 years), one for Pre-Master + Master studies (1+2=3 years), one for Master studies (2 years), one for Artist's Certificate studies (1 year) or one for the Sonology Course (1 year). It means that yearly renewals within the same study programme won't be necessary.
- After completion of every study year, higher education institutions are required to monitor that students with a Dutch study residence permit have made sufficient study progress (at least 50% of the required ECTS amount per study year) and that they still meet the formal conditions (for instance, financial) for a Dutch study residence permit. If not, higher education institutions will have to report this to the *IND* and consequently, the *IND* may cancel the study residence permit!

### Intra-EU Mobility

Students with a residence permit as issued by another EU member state have the possibility to follow part of their studies in the Netherlands in the framework of a European student mobility programme. More information: [https://ind.nl/en/work/working\\_in\\_the\\_Netherlands/Pages/Intra-EU-mobility-as-a-student-or-researcher-under-Directive-\(EU\)-2016801.aspx](https://ind.nl/en/work/working_in_the_Netherlands/Pages/Intra-EU-mobility-as-a-student-or-researcher-under-Directive-(EU)-2016801.aspx)

### **Dutch study residence permit: requirements**

The requirements and necessary documents for a Dutch study residence permit are:

- Scanned copies of a valid national passport (all pages, except empty pages) in one file
- Scanned copy of an original completed & signed *IND* Antecedents Certificate, confirming that the student does not have a criminal record: <https://ind.nl/en/Forms/7601.pdf>
- Sufficient financial means to pay for the cost of study and living: at least €882.47 per month/€10,589.64 per year (situation as of 1 January 2019), excluding tuition fees, so to cover study and living costs only! For a preparatory year, or those on a student exchange programme (such as Erasmus+ or ConNext), the same amounts apply. For more details, see 'Financial documentation', below.
- For Chinese students only: a Nuffic Certificate. For information on how to apply for one: <http://www.studyinholland.nl/practical-matters/visas-and-permits/nuffic-certificate-for-chinese-students/nuffic-certificate-for-chinese-students?searchterm=nuffic+certificate>
- Biometric information (passport photo, fingerprints and signature) of the student, to be arranged at a nearby *IND* desk during regular opening hours upon the arrival of the student in the Netherlands.
- Scanned copy of an original completed & signed Declaration of intent to undergo a TB test: <https://ind.nl/en/Forms/7603.pdf>  
Once students have arrived in the Netherlands, they have to undergo a tuberculosis examination. Some nationalities are exempt from the TB test requirement: <https://ind.nl/en/Forms/7644.pdf>

### **Dutch study residence permit: financial documentation**

There are several ways to prove sufficient financial means to pay for the cost of study and living, depending on the financial situation of the student.

Students are strongly advised to use option a and to choose another option (b-g) only if option a is impossible:

a. The Royal Conservatoire has received an amount of money in its bank account, covering sufficient financial means to pay for the student's cost of study and living for at least one academic year: €10,589.64 (preferably: € 10,600). In that case, a recent account specification as issued by the Royal Conservatoire's bank will confirm receipt of the amount of money.

Upon their arrival in the Netherlands, the Royal Conservatoire will transfer the amount of money intended to cover his/her cost of study and living to the student's bank account in the Netherlands, on condition that the student can show proof of his/her own bank account in the Netherlands.

In case of cancellation of study, the Royal Conservatoire will transfer back the amount of money in due time.

b. The student has sufficient financial means in his/her own bank account.

In this case, a scanned copy of a recent original bank statement (not older than three months) is required, mentioning the following important details:

- Date of issue
- The student's name (at least surname and initials)
- Bank account number
- Current balance (could be mentioned in another currency than Euro), which should be freely available to the account holder
- Contact details of the bank (branch name, address, telephone number, e-mail and/or website)

As an alternative to an original bank statement, the student can provide a scanned copy of a recent account specification from the bank (not older than three months), mentioning recent transactions and the following details:

- Date of issue
- The student's name (at least surname and initials)
- Bank account number
- Current balance (could be mentioned in another currency than Euro), which should be freely available to the account holder
- Contact details of the bank (branch name, address, telephone number, e-mail and/or website)

As another alternative to an original bank statement, the student could also provide a scanned copy of a recent internet account balance print (not older than three months), mentioning at least the following details:

- Date of issue
- The student's name (at least surname and initials)
- The student's address details (if possible)
- Bank account number
- Current balance (could be mentioned in another currency than Euro), which should be freely available to the account holder
- Original signature and stamp of the bank branch

Please note that a Certificate of Deposit can't be accepted, unless it clearly confirms that the amount of money is freely available to the certificate holder.

c. The student has been awarded a grant or scholarship. In this case, a scanned copy of an official scholarship statement is required, mentioning the following important details:

- Date of issue
- Name of the scholarship awarding organisation
- The student's name (at least surname and initials)
- Start and end date of the scholarship
- Amount of money the student will receive
- If relevant: name of the scholarship programme

d. A private person outside the Netherlands will provide sufficient financial means for the student. This person has to prove that he/she has sufficient financial means for the student.

Following documents from that person are required:

- A scanned copy of a recent original completed & signed Financial statement of support for private persons (not older than three months); format available from the *IND* website: [https://ind.nl/en/Documents/appendix\\_study\\_privateperson.pdf](https://ind.nl/en/Documents/appendix_study_privateperson.pdf)
- A scanned copy of his/her valid passport (or national identity card)
- A scanned copy of a recent original bank statement, or of a recent account specification from the bank, or of a recent internet account balance print; for required details, please see option 3a (above)

e. A private person employed in the Netherlands will provide sufficient financial means for the student. This person has to prove that he/she has sufficient financial means for both himself/herself (including own family members, if relevant) and the student. Following documents from that person in the Netherlands are required:

- A scanned copy of his/her valid passport (or national identity card)
- A scanned copy of a recent original extract from the Personal Records Database/PRD (*Basis Registratie Personen/BRP*), also confirming the marital state of the guaranty person (not older than three months)
- A scanned copy of a recent original completed & signed Financial statement of support for private persons (not older than three months); format available from the *IND* website: [https://ind.nl/en/Documents/appendix\\_study\\_privateperson.pdf](https://ind.nl/en/Documents/appendix_study_privateperson.pdf)
- Scanned copies of his/her current employment contract
- Scanned copy of a recent original recent employer's certificate (not older than three months)
- Scanned copies of salary specifications (most recent three months)

f. A private person, self-employed in the Netherlands, will provide sufficient financial means for the student. This person has to prove that he/she has sufficient financial means for both himself/herself (including own family members, if relevant) and the student. Following documents from that person in the Netherlands are required:

- Scanned copy of his/her valid passport (or identity card)
- Scanned copy of a recent original extract from the Personal Records Database/PRD (*Basis Registratie Personen/BRP*), also confirming the marital state of the guaranty person (not older than three months)
- Scanned copy of a recent original completed Financial statement for private persons (not older than three months); format available from the *IND* website: [https://ind.nl/en/Documents/appendix\\_study\\_privateperson.pdf](https://ind.nl/en/Documents/appendix_study_privateperson.pdf)
- Scanned copy of a recent extract from the Dutch Chamber of Commerce (*Kamer van Koophandel*)(not older than three months)
- Scanned copy of a recent original statement *Verklaring omtrent inkomen zelfstandig ondernemer* (not older than three months); format available from the *IND* website: <https://ind.nl/Formulieren/7112.pdf>
- Scanned copy of an income statement (*inkomensverklaring*) type *IB/IB60* as issued by the Dutch tax office, covering the previous year

g. A company (in or outside the Netherlands) will provide sufficient financial means for the student. This company has to prove that it has sufficient financial means for the student. Following documents from that company are required:

- Scanned copy (PDF format) of a recent original Financial statement of support for companies (not older than three months), mentioning the monthly amount of money to be transferred to the student and during which period; format available from the *IND* website: [https://ind.nl/en/Documents/appendix\\_study\\_company.pdf](https://ind.nl/en/Documents/appendix_study_company.pdf)
- Scanned copy (PDF format) of a recent original bank statement issued on the name of the company (not older than three months); for important details, please see option 3a (above)

A combination of the financial options a-g (as listed above) could also lead to proof of sufficient financial means.

#### **Dutch study residence permit: application procedure**

Newly accepted students will receive information and instructions about the application for a residence permit (*VVR*) for study purpose in the framework of their registration. For the application, students should submit all the relevant documents (as listed above) by uploading these to their Osiris Online Application.

The Royal Conservatoire will submit the *VVR* application before the arrival of the student in the Netherlands.

To contact the International Officer in the Royal Conservatoire: [international@koncon.nl](mailto:international@koncon.nl)

Students will have to pay the *VVR* handling fee (administration fee) of €171 to the Royal Conservatoire in advance. Paying the fee does not automatically mean that the application will be granted! The fee must be paid even if the application is turned down. Changing the purpose of stay from a different purpose to study on a residence permit is regarded a new application and it also costs €171.

Renewal of a *VVR* for study purpose (for instance, from Bachelor to Master studies) also costs €171.

For more details on the *VVR* handling fees: <https://ind.nl/en/Pages/Costs.aspx>

For more details on the income requirement: <https://ind.nl/en/Pages/income.aspx>

As soon as the residence permit application is received by the *IND*, the Royal Conservatoire will receive a confirmation letter from the *IND*, as a proof of the application. This letter will serve students as (provisional) proof of their legal stay in the Netherlands. By then, students should go to a nearby *IND* desk during regular opening hours, in order to have their biometric information registered.

If an applicant meets all the requirements, the *IND* will grant a *VVR*, strictly for studying in the Netherlands.

As soon as the residence permit application is approved, the Royal Conservatoire will receive a notification letter for the student from the *IND*. To receive their residence permit from a nearby *IND* desk, students have to make an appointment in advance.

## **MVV**

Students not coming from the EU/EEA, Australia, Canada, Japan, Monaco, New Zealand, South Korea, Switzerland or the USA first need a Provisional Residence Permit (*Machtiging tot Voorlopig Verblijf/MVV*). This is an entree visa, required for travel to the Netherlands if a student plans to stay longer than three months. The combined *MVV/VVR* application procedure is called Entry and Residence (*Toegang en Verblijf/TEV*) procedure. During the application procedure for an *MVV* it will be determined whether the student meets all the requirements for a Dutch residence permit (*VVR*) in the Netherlands, before arrival in the country.

An *MVV* is a sticker that is placed in the passport and it allows the student to cross the border into the Netherlands. Please note: if students need an *MVV* and they come to the Netherlands without one, they will have to go back to their country to get an *MVV* first!

The *MVV* allows students to enter and leave the Netherlands within a period of 90 days, even outside the Schengen countries, starting from the date of issue of the visa. For information on the Schengen countries:

<https://ind.nl/en/pages/schengen-area.aspx>

Newly accepted students from relevant countries (as above) will receive information and instructions about the *MVV* application in the framework of their registration. For the application, students should submit all the relevant documents by uploading these to their online registration with Osiris Online Application.

The Royal Conservatoire will try to submit the combined *MVV/VVR* application several weeks before the planned arrival of the student in the Netherlands.

To contact the International Officer in the Royal Conservatoire: [international@koncon.nl](mailto:international@koncon.nl)

Students will have to pay the *MVV/VVR* handling fee of €171 to the Royal Conservatoire in advance.

Please note: based on the Benelux Treaty, citizens of San Marino and Israel are exempt from paying *MVV* fee.

For more details on the *MVV/VVR* handling fees and income requirements for study purpose:

<https://ind.nl/en/Pages/Costs.aspx>

<https://ind.nl/en/Pages/income.aspx>

If the student has met all the requirements and the application is approved, he/she can collect the *MVV* at the Dutch embassy or consulate.

For the residence permit, the embassy/consulate will also register the biometric information of the student.

For information on available Dutch diplomatic missions abroad, please check the following website pages of the Dutch government: <https://www.government.nl/topics/embassies-consulates-and-other-representations>

## **Short stay visa**

Please note that the applicant should not apply for an *MVV* in order to visit the Netherlands for a few days, for example, for a live audition: for some applicants, only a valid passport might be required for this. For applicants from other countries, a short stay visa (*visum kort verblijf*), type C might be required for any visit of up to 3 months. Students should apply for this visa to the Dutch embassy or consulate in their country of origin or permanent residence. For information on Dutch diplomatic missions abroad, please visit the following website:

<http://www.government.nl/issues/embassies-consulates-and-other-representations>

With their visa application, students will have to enclose some documents, such as an invitation letter, as issued by the Royal Conservatoire, confirming the day and time of their live audition.

For a complete list of visa required countries and for more information on the application procedure, please use the following pages from the *IND* website: <https://ind.nl/en/short-stay>

For more information on residence permits for study, entree visas and related matters:

Immigration and Naturalisation Service (*IND*) website: <https://ind.nl/en/study/Pages/study-at-university.aspx>

Online *IND* information brochure 'Coming to study in the Netherlands': <https://ind.nl/en/Forms/3087.pdf>

Study in Holland website: <http://www.studyinholland.nl/practical-matters/visas-and-permits>

## **Legalisation of documents**

As a rule, the signature or seal placed on a birth certificate, marriage certificate or certificate of marriage annulment ('decree absolute') must be checked by two relevant authorities and declared to be genuine. This is known as 'legalisation'. The two relevant authorities are:

- The body to which the body that issued the certificate is accountable. Usually this will be the Ministry of Foreign Affairs in the country where the certificate was issued.
- The Dutch embassy or diplomatic representative in the country where the certificate was issued. In some cases, the Dutch diplomatic mission will also complete a questionnaire. Students will receive one copy of this questionnaire and they should bring it to the Netherlands, for municipal registration purpose. Please note: this questionnaire only applies to documents from one of the *MVV*-countries (please see *MVV*, above).

Some birth certificates, marriage certificates and certificates of marriage annulment do not need to be legalised, but a so-called 'apostille'-stamp will be enough. This means that a central authority checks the signature of the person who signed the document and declares it to be genuine. The apostille is proof of this.

For more information on legalisation and on the apostille, please visit the Study in Holland website:

<https://www.studyinholland.nl/prepare/visas-and-permits/legalising-your-documents/?searchterm=legalisation>

## **Registration with the municipality**

In principle, within five days upon their arrival in the Netherlands, all students planning to stay longer than 4 months in the Netherlands must register in the Personal Records Database (*Basisregistratie Personen/BRP*) of the city in which they will be living. As a result of their municipal registration, students will receive a Citizen Number (*Burgerservicenummer/BSN*).

Please note that non-EU/EEA students can only register with the municipality after the Royal Conservatoire has applied to the IND for their VVR! For more details, please see 'Dutch study residence permit: application procedure', above.

For municipal registration purpose, newly arrived international citizens in The Hague should contact the Centrum district office The Hague (*stadsdeelkantor Centrum*), as located in the City Hall (*Stadhuis*). For their first registration, students should request for an appointment online or by telephone. The appointment will probably be scheduled within 4-6 weeks.

On the day of their appointment, students are required to bring the following documents:

- A valid passport (or national identity card of an EU/EEA country).
- An original birth certificate (plus official translation, preferably to Dutch). In many cases it must be legalised, in some cases verified as well (please see 'Legalisation and verification of documents', below). Please note though that international students who intend to study and live in the Netherlands for a limited period of time are usually exempted from presenting an original birth certificate.
- Some proof of where the student lives: for instance, a sale or tenancy contract, or a written statement from the main resident confirming that they allow the student to live there. In this case, photocopy of a passport or identity card of that resident is also required as a check on the signature.
- For non-EU/EEA students: valid Dutch residence permit (VVR), or (photocopy of an) IND letter, confirming that the application for a Dutch residence permit is in process.

Please note: international visitors who will only stay in the Netherlands for a period up to four months (for instance, for temporary study or employment) can also register with the municipality as a non-resident (*niet-ingezetene*) in the *Register Niet-Ingezetenen (RNI)* and receive a BSN. More information:

<https://www.denhaag.nl/en/moving-and-immigration/registration-procedures-for-non-residents-of-the-netherlands.htm>

Contact details of the Centrum district office The Hague:

City Hall ( <i>Stadhuis</i> ) Centrum district office ( <i>stadsdeelkantor Centrum</i> ) Public Service ( <i>Publiekszaken</i> ) Spui 70 2511 BT DEN HAAG Telephone 14070 Internet <a href="https://www.denhaag.nl/en/moving-and-immigration/moving-to-the-hague-from-abroad.htm">https://www.denhaag.nl/en/moving-and-immigration/moving-to-the-hague-from-abroad.htm</a>
--

Please note that on condition that they have prepared the required documentation in due time, new international students who will be living in The Hague can participate in a special international student registration day in the City Hall The Hague on Thursday 12 September 2019 from 11:00-12:00 hrs!

New international students will receive an invitation from the Royal Conservatoire with more details in due time.  
<https://www.denhaag.nl/en/relocation-and-settling/registration-procedures-for-international-students.htm>

As soon as students move to another address in the Netherlands, they must report their new address to one of the city district offices within 5 days after moving. More details are available in the website of City Hague:

<https://www.denhaag.nl/en/moving-and-immigration/report-your-move.htm>

As soon as students will stay outside the Netherlands for a longer period (longer than 8 months in one year), for example, upon completion of their studies, they must report this fact to one of the city district offices within 5 days before their departure. More details are available in the website of City Hague:

<https://www.denhaag.nl/en/moving-and-immigration/report-your-move-abroad-deregistration.htm>

For a list of all the city district offices in The Hague, please visit the following website pages of the City Hague:  
<https://www.denhaag.nl/en/municipality-of-the-hague/contact-with-the-municipality/city-district-offices.htm>

For more information on municipal registration, please visit the Study in Holland website:  
<http://www.studyinholland.nl/practical-matters/visas-and-permits/registering-with-the-council>

### Student loans

In order to finance their studies at the Royal Conservatoire, some students might wish to take out a student loan from their home country.

For several years, the Royal Conservatoire has participated in the US Federal Family Education Loan Program. However, as of 30 September 2007, the Royal Conservatoire's participation in this loan program has terminated. For this reason, US students are advised to orientate on alternative loans.

Students from Canada who wish to apply for their student loans should know the Royal Conservatoire's institution code: QUHV; code assigned by the Ministry of Higher Education, Research and Science in Québec: H9770A.

Students who need support from the Royal Conservatoire in the framework of their student loan application are advised to contact the International Officer: [international@koncon.nl](mailto:international@koncon.nl)

### Grants/Scholarships

'KC excellence scholarships' and 'Holland Scholarships' are only available for a limited amount of Master students who have passed their entrance examination with excellent result (grade 9 or 10), to be selected by the Royal Conservatoire. For more information: <http://www.koncon.nl/en/application-and-enrolment/scholarships/>

The Study in Holland website provides in a useful search engine for international students who look for financial aid: <http://www.studyinholland.nl/study-in-holland/scholarships/grantfinder>

### Student finance

If students from an EU/EEA member state are offered a place at the Royal Conservatoire and are either in paid employment in the Netherlands for a minimum of 56 hours a month, or have already been living in the Netherlands for at least five years without long-term interruption, then they may be entitled to Dutch student finance (*studiefinanciering*) on the same basis as a Dutch national.

Please note that as of 1 September 2015, the student finance system in the Netherlands has changed. The most important change is the abolition of a basic grant. Instead, students can apply for a loan.

If students fail to meet the nationality requirements for regular student finance, they may still qualify for a limited funding towards payment of their study fees: a tuition fees loan. Students must be under 30 and come from an EU/EEA country or Switzerland.

For further information, including the documents required to support such an application and payment amounts, read the following online information:

<https://www.duo.nl/particulier/international-student/student-finance/how-does-it-work.jsp>

Contact details of DUO:

DUO
Postbus 50103
9702 GC GRONINGEN
Telephone +31 50 599 7755
E-mail <a href="https://www.duo.nl/particulier/footer-engels/contact/email-us.jsp">https://www.duo.nl/particulier/footer-engels/contact/email-us.jsp</a>
Internet <a href="https://www.duo.nl/particulier/international-visitor/index.jsp">https://www.duo.nl/particulier/international-visitor/index.jsp</a>

### Student accommodation

Students should provide for their own maintenance and accommodation. Students are advised to start looking from as early as June or July, if possible.

If students are looking for a room in The Hague, they are advised to register with DUWO student housing agency. Students should apply online: <https://www.duwo.nl/en/i-search/student-room/registering/>

DUWO
Stamkartplein 98
2521 ER DEN HAAG
Telephone +31 70 305 1400
E-mail <a href="http://duwo.studentenwoningweb.nl/en/Contact.aspx">http://duwo.studentenwoningweb.nl/en/Contact.aspx</a>
Internet <a href="https://www.duwo.nl/en/home/">https://www.duwo.nl/en/home/</a>

When looking for a room or an apartment, it is also possible to apply to any other accommodation agency.

Another useful way to look for accommodation is advertising. In the Royal Conservatoire, advertising boards are available for that purpose. Students who are already accepted as a student at the Royal Conservatoire can send in an accommodation advertisement to the conservatoire before their arrival at The Hague, to be put on one of the advertisement boards.

Royal Conservatoire students might also wish to join the Facebook group 'KonCon Housing'.

Some useful websites for students who look for accommodation:

<https://kamernet.nl/en>

[www.room-to-rent.nl](http://www.room-to-rent.nl)

<https://housinganywhere.com/The-Hague--Netherlands/university-of-the-arts-the-hague/sign-up>

Please note: in order to avoid unnecessary disappointments, students are advised to take care in choosing their accommodation and to check the technical state of the accommodation, plus the tenancy contract, before making a final decision.

Students should also check that it will be possible for them to register their new address with the municipality, as this is required for all citizens who intend to stay longer than four months in the Netherlands.

**Short supply of accommodation should never lead to hasty decisions!**

For more information on student accommodation, please visit the Study in Holland website:

<http://www.studyinholland.nl/practical-matters/housing>

### The Student Hotel The Hague

The Student Hotel is a trendy, affordable, all-inclusive accommodation with 320 rooms in the historic district of The Hague, located nearby railway station Hollands Spoor and the Hague University. Students can stay for one or two semesters, but there are also rooms available for those who stay in The Hague for less than one semester.

For more information:

The Student Hotel The Hague
Hoefkade 9
2526 BN DEN HAAG
Telephone +31 70 762 1000
E-mail <a href="mailto:info@thestudenthotel.com">info@thestudenthotel.com</a>
Internet <a href="https://www.thestudenthotel.com/the-hague/">https://www.thestudenthotel.com/the-hague/</a>



## Stayokay Den Haag

Students who find they have nowhere to stay upon their arrival in the Netherlands may be able to book into Stayokay Den Haag, a Hostelling International youth hostel in The Hague. Stayokay Den Haag offers 50 rooms, with space for 220 guests in total.

Students registered at the Royal Conservatoire can stay at Stayokay Den Haag with 10% discount, including welcome drink, breakfast, clean sheets, free Wi-Fi and storage for musical instruments. In order to claim their discount, students should book online and mention the following code: koncon2019. Regulations:

- Only valid for online bookings at <http://www.stayokay.com/en>
- Only valid at Stayokay Den Haag and based on availability
- Not valid on already made bookings or other promotions
- Valid from 1 January to 31 December 2019
- Only valid for shared rooms and two-bedded private rooms
- Maximum stay: two weeks (if necessary, a longer stay can be discussed)
- At check-in, students can be asked to present some proof of their registration at the Royal Conservatoire (for example: acceptance letter, student card, etc.)

It is also possible to book a 'Student long stay special': <https://www.stayokay.com/en/long-stay-den-haag>

For more information and bookings:

Stayokay Den Haag	
Scheepmakersstraat 27	
2515 VA DEN HAAG	
Telephone	+31 70 315 7888
Fax	+31 70 315 7877
E-mail	<a href="mailto:denhaag@stayokay.com">denhaag@stayokay.com</a>
Internet	<a href="http://www.stayokay.com/en/hostel/den-haag">http://www.stayokay.com/en/hostel/den-haag</a>

## Rent allowance

Students who rent their own apartment might be entitled to apply for a rent allowance (*huurtoeslag*). This is a monthly payment from the Dutch government to help people with the cost of their relative high rent. Whether they are entitled to receive the rent allowance mainly depends on the amount of rent and on their income. Generally speaking, students only have a modest income and, just like low-income groups, they could therefore be entitled to a rent allowance. Please note: students who rent a room won't be eligible for rent allowance! International students may also apply for a rent allowance.

Applications for a rent allowance must be made through the Dutch tax and customs administration (*belastingdienst*). For more information:

<https://www.belastingdienst.nl/wps/wcm/connect/nl/toeslagen/content/kan-ik-huurtoeslag-krijgen>

[https://www.belastingdienst.nl/wps/wcm/connect/bldcontenten/belastingdienst/individuals/benefits/how\\_do\\_benefits\\_work/](https://www.belastingdienst.nl/wps/wcm/connect/bldcontenten/belastingdienst/individuals/benefits/how_do_benefits_work/)

## Municipal and water board taxes

International students renting their own apartment (so not a room with shared facilities and inclusive rent) should expect two tax bills, to be sent to the main resident on a yearly basis: one for municipal tax (*gemeentelijke belasting*) and another one for water board tax (*waterschapsbelasting*).

Waste tax (*afvalstoffenheffing*) is a type of municipal tax which covers the collection and processing of domestic waste by the municipality. As students usually have a relative low income and no property or valuables, they can apply for remission (*kwijtschelding*) of municipal taxes upon receipt of their tax bill.

More information in the website of the City Hague:

<https://www.denhaag.nl/en/taxes/waste-tax.htm>

<https://www.denhaag.nl/en/taxes/tax-waiver/tax-waiver-1.htm>

Water system levy for residents (*watersysteemheffing ingezetenen*) and pollution tax on residential accommodation (*zuiveringsheffing woonruimten*) are types of water board tax, covering the costs of the water board (*waterschap*, or *hoogheemraadschap*) to keep the ground dry and the water clean. Water board taxes are levied by the Regional Tax Group (*Regionale Belasting Groep*). International students can also apply for remission (*kwijtschelding*) of the water board tax upon receipt of their tax bill.

More information in the website of the Regional Tax Group:

<https://www.derbq.nl/en/exemption/exemption>

[https://mijnrbq.derbq.nl/digid.info.php?ingang\\_id=50](https://mijnrbq.derbq.nl/digid.info.php?ingang_id=50) (for an online exemption request, Dutch only)

In the Royal Conservatoire, samples of standard exemption forms provided with English translations are available from the Education Service Centre (ESC).

## Medical care

The Dutch general practitioner (GP) or family doctor (*huisarts*) is the main link to any specialist or hospital.

Students are advised to choose a family doctor practicing in their neighbourhood and to inquire whether he or she can take them as a patient, even before they need to see one. Please note that not all doctors are able to take new patients!

If necessary, the family doctor will give a prescription. Strong medicines are only available on prescription and are prepared at a pharmacy (*apotheek*).

Chemists (*Drogisterij*) sell 'over the counter' medicines, such as aspirin and cough medicine.

In order to find a nearby general practitioner, some websites can be useful:

<http://www.independer.nl/huisarts/intro.aspx>

<https://www.kringhaaglanden.nl/arts-specialist-zoeken/zoekhuisarts/>

In The Hague and Rijswijk, *Arts en Zorg* offers the following health care at 8 different locations: family doctors, physiotherapy and pharmacy. For more information: <https://www.artsenzorg.nl/en/>  
Students living in The Hague, Rijswijk, Leidschendam-Voorburg, Voorschoten or Wassenaar who urgently need to see a family doctor during the evening, night, weekend or public holidays, cannot contact their family doctor; they should contact *Stichting Mobiele Artsen Service Haaglanden (SMASH)* by phone: (070) 346 9669 and request for an appointment at one of the available locations.  
SMASH website: <https://www.smashaaglanden.nl/> (Dutch only)

If students should require dental care, they can call any dentist (*tandarts*) and they will be referred to the dentist at service that day. Dentists in the Netherlands are listed in the telephone directory under *tandartsen* and it is also possible to find one through the following website: <http://www.tandarts.nl/zoeken/den%20haag> (Dutch only)

For accidents and sudden illnesses requiring immediate attention, students can go to or call the Emergency Service (*Eerste Hulp Bij Ongelukken/EHBO*) of one of the local hospitals. Please note: there is a special General Emergency telephone number 112 for accidents, ambulance, fire brigade and police. After calling this number, students will immediately be connected with the department for emergency services in their city.

### Health insurance

Students may not reside in the Netherlands – even temporarily – unless they are properly insured against the costs of medical treatment. Students must make sure that they have adequate health cover. International students who are privately insured in their own country should bring with them a statement (in English) describing their health insurance.

The Netherlands have signed a treaty regarding health cover with a number of countries. These countries are: all member states of the EU/EEA, Australia, Bosnia, Cape Verde, Croatia, Herzegovina, Macedonia, Montenegro, Serbia, Switzerland, Tunisia, and Turkey. This means that if international students fall under the national health insurance scheme of their own country, they will continue to be covered during their study stay in the Netherlands. Students from the EU/EEA should bring their European Health Insurance Card (EHIC) with them to the Netherlands. For more information on the European Health Insurance Card, please visit the following website: <http://ec.europa.eu/social/main.jsp?catId=559&langId=en>

Students from the other countries mentioned above should apply for the appropriate international declaration form from their own country. A photocopy of the form should then be submitted to Zilveren Kruis, which will send a certificate of eligibility to the student.

If students need to claim their medical costs in the Netherlands to Zilveren Kruis, they are advised to use the standard claim form as online available:

[https://cdn1.euraxess.org/sites/default/files/declaratieformulier\\_ehic\\_-\\_engels.pdf](https://cdn1.euraxess.org/sites/default/files/declaratieformulier_ehic_-_engels.pdf)

For more information, please contact:

Zilveren Kruis Groep Buitenlands Recht Postbus 650 7300 AR APELDOORN Telephone +31 33 445 6870 E-mail <a href="mailto:gbr@zilverenkruis.nl">gbr@zilverenkruis.nl</a> Internet <a href="https://www.zilverenkruis.nl/naar-nederland/english/Paginas/students.aspx">https://www.zilverenkruis.nl/naar-nederland/english/Paginas/students.aspx</a>
---

Important: in the Netherlands, there is a statutory healthcare insurance system. Everyone who is insured under the Long-term Care Act (*Wet langdurige zorg/Wlz*) scheme must take out a statutory basic healthcare insurance policy (*basisverzekering*). People are automatically covered by the *Wlz* if they are resident in the Netherlands or if they are employed in the Netherlands. They are 'resident' if they live in the Netherlands and, if they are foreign national, they also have a residence permit.

Only students who are in the Netherlands solely for study purposes are exempt from the requirement to take out basic healthcare insurance. However, from the moment they start a part-time job (even for just one hour a week), they will have to take out a basic healthcare insurance policy, because they are then no longer just a student, but also an employee!

Please note: it might happen that students receive a letter from the government organisation *CAK*, stating that they have to take a statutory Dutch basic healthcare insurance policy. In that case, students are strongly advised to take action and to follow the guidelines as published in the Study in Holland website:

<https://www.studyinholland.nl/prepare/insurance/studying-and-health-insurance-in-holland>

For students (and employees) of the Royal Conservatoire who are required to take out basic healthcare insurance, it is possible to take part in a collective basic healthcare insurance policy, as concluded by the University of the Arts, The Hague (*Hogeschool der Kunsten, Den Haag*) with Zilveren Kruis; collectivity number: 207000892.

Application form in English:

<https://www.zilverenkruis.nl/SiteCollectionDocuments/English/PDF/Application-form-healthcare-insurance.pdf>

For more information, please visit the website of Zilveren Kruis:

Zilveren Kruis Postbus 444 2300 AK LEIDEN Telephone +31 71 751 0052 Internet <a href="https://secure.zilverenkruis.nl/Collectiviteitzoeker/?taal=EN">https://secure.zilverenkruis.nl/Collectiviteitzoeker/?taal=EN</a>
--

### Healthcare allowance

Everyone in the Netherlands who has a basic healthcare insurance policy (*basisverzekering*) is entitled to apply for a healthcare allowance (*zorgtoeslag*). This is a monthly payment from the Dutch government to help people with the cost of their healthcare premiums. Whether they are entitled to receive the healthcare allowance depends on their income. Generally speaking, students only have a modest income and, just like low-income groups, they will therefore be entitled to the maximum healthcare allowance. International students may also apply for the healthcare allowance. Applications for the healthcare allowance must be made through the Dutch tax and customs administration (*belastingdienst*). For more information:

<https://www.belastingdienst.nl/wps/wcm/connect/nl/toeslagen/content/kan-ik-zorgtoeslag-krijgen>

[https://www.belastingdienst.nl/wps/wcm/connect/bldcontenten/belastingdienst/individuals/benefits/moving\\_to\\_the\\_netherlands/i\\_have\\_dutch\\_healthcare\\_insurance/i\\_have\\_dutch\\_healthcare\\_insurance](https://www.belastingdienst.nl/wps/wcm/connect/bldcontenten/belastingdienst/individuals/benefits/moving_to_the_netherlands/i_have_dutch_healthcare_insurance/i_have_dutch_healthcare_insurance)

### Other insurance

If students are to blame for an accident that injures someone or damages another person's property, they are responsible in principle for paying all costs that result from the accident. The resulting claim for damages could be very expensive. Students are therefore strongly urged to have liability insurance, which will cover single claims up to €1,250,000. They can arrange for such insurance either in their own country or in the Netherlands.

Insurance to cover the costs of repatriation is also strongly recommended. These means that if students should become seriously ill or die, a family member can be flown to the Netherlands to take them back home.

Finally, students are advised to insure themselves against theft (things sometimes get stolen in student lodgings) and the costs of accidents and legal advice.

### Student insurance packages

The Insurance Certificate for Students (ICS) from AON Hewitt, Insure To Study student insurance and the OOM Studying in the Netherlands Insurance cover students who go abroad for study or on an exchange programme.

They offer a wide range of cover for medical and urgent dental treatment, special expenses and assistance, accidents, liability, legal assistance and loss of baggage. Brochures are available from the Royal Conservatoire.

For more information, please contact:

AON Hewitt / Insurance Certificate for Students Admiraliteitskade 62 3063 ED ROTTERDAM PO Box 1005 3000 BA ROTTERDAM Telephone +31 70 448 8270 Fax +31 70 448 8724 E-mail <a href="mailto:students@aon.nl">students@aon.nl</a> Internet <a href="https://www.aonstudentinsurance.com">https://www.aonstudentinsurance.com</a>	Insure To Study Laan van Nieuw Oost-Indië 133L 2593 BM DEN HAAG PO Box 97640 2509 GA DEN HAAG Telephone +31 70 205 1860 Fax +31 70 324 8419 E-mail <a href="mailto:info@insuretostudy.com">info@insuretostudy.com</a> Internet <a href="https://www.insuretostudy.com/en">https://www.insuretostudy.com/en</a>
OOM Studying in the Netherlands Insurance Jan Thijssenweg 2 2289 AA RIJSWIJK ZH PO Box 3036 2280 GA RIJSWIJK ZH Telephone +31 70 353 2100 Fax +31 70 360 1873 E-mail <a href="mailto:info@oomverzekeringen.nl">info@oomverzekeringen.nl</a> Internet <a href="https://www.oominsurance.com">https://www.oominsurance.com</a>	

For more information on insurance, please visit the Study in Holland website:

<http://www.studyinholland.nl/practical-matters/insurance>

### Employment outside the Royal Conservatoire

In order to successfully complete their studies in the Royal Conservatoire, students are required to be available for full-time study throughout the entire period of their studies.

To find a part-time job in the Netherlands, it is possible to contact an employment agency (*uitzendbureau*). Some of these employment agencies focus on students.

For addresses in The Hague: <http://www.uitzendbureau.nl/uitzendbureaus/s-gravenhage>

EU/EEA nationals are allowed to work without restrictions while they are studying in the Netherlands.

For non-EU/EEA nationals, if the student's residence permit allows them to study in the Netherlands, they may work for brief periods, in order to acquire additional financial means. This means that they may not work more than 16 hours per week, or that they may do only full-time seasonal work (in June, July and August); a combination of both options is not allowed! The student's employer will need to get an employment permit for a non-EU subject (*Tewerkstellingsvergunning/TWV*) for them.

Non-EU/EEA students with a valid residence permit (*VVR*) for study purposes may work alongside their studies as a self-employed person and in that case, the restrictions as mentioned above do not apply.

Please note that from the moment international students in the Netherlands start working alongside their studies (even for just one hour a week), they will have to take out a basic healthcare insurance policy! For more details, please read 'Health Insurance', above.

For more information on working alongside your studies in the Netherlands, please visit the Study in Holland website: <http://www.studyinholland.nl/practical-matters/working-while-studying>

### **BSN**

If students are going to work in the Netherlands, also if it is only for a short time, they will need to obtain a personal registration number for government registration purposes: the Citizen Service Number (*burgerservicenummer/BSN*). The *BSN* is issued by the Municipal Registry Office of the city where students are registered. For information on the procedure, see 'Registration with the municipality', above.

For more information on the *BSN*:

[https://www.belastingdienst.nl/wps/wcm/connect/bldcontenten/belastingdienst/individuals/other\\_subjects/citizen\\_service\\_number/citizen\\_service\\_number](https://www.belastingdienst.nl/wps/wcm/connect/bldcontenten/belastingdienst/individuals/other_subjects/citizen_service_number/citizen_service_number)

### **Dutch bank account**

As a general rule, all banks in the Netherlands are required to register the *BSN* of their customers. However, as a result of a special agreement between the Dutch Ministry of Finance (tax office) and the Dutch Bank Association, all banks should make an exception to the *BSN* requirement for newly arrived international students, on the condition that international students can present some proof of their registration as a student in the Netherlands.

Special student accounts are usually also available to international students in the Netherlands.

### **Language**

It is important to realize that studying at the Royal Conservatoire means that the students' level of English should be adequate. Information regarding required English language proficiency is published in the website of the Royal Conservatoire: <https://www.koncon.nl/en/application-process/language-proficiency>

International students intending to study in the Netherlands for several years are encouraged to learn Dutch from their first year onwards, especially if they wish to concentrate on teaching.

During the first and second semester, the University of the Arts, The Hague (Royal Academy of Art and Royal Conservatoire) offers a Dutch course (12 weekly lessons at Friday afternoon) for a limited amount of new international students. For more information on the possibility to participate in a Dutch course, please wait for further announcements.

In The Hague and around, some institutions outside the Royal Conservatoire offer language courses:

<https://www.denhaag.nl/en/general/learning-dutch.htm>

<http://www.kickstartschool.nl/>

<http://www.rocmondriaan.nl/roc-mondriaan-taal-school>

<https://www.taaltaal.nl/en/>

<https://www.volksuniversiteitdenhaag.nl/?language=en>

For more information on English language requirements and learning the Dutch language, please visit the Study in Holland website:

<https://www.studyinholland.nl/study/admission-requirements>

<http://www.studyinholland.nl/practical-matters/learn-dutch>

### **Nuffic**

Nuffic is the Netherlands organisation for international cooperation in higher education. Nuffic provides a lot of useful information to international students in the Study in Holland website: <https://www.studyinholland.nl>

### **Study in The Hague**

More information on studying and student life in The Hague can be found on the Study in The Hague website:

<https://www.studyinthehague.com/>

### **International Office**

For further questions concerning visas, residence permits, registration with the municipality, grants, scholarships, accommodation, medical care, insurance, Dutch bank account, language and related matters, please contact the International Officer in the Education Service Centre (1<sup>st</sup> floor):

Mr Eugène Eijken, International Officer
E-mail <a href="mailto:international@koncon.nl">international@koncon.nl</a>
Internet <a href="https://www.koncon.nl/en/international-office/coming-netherlands">https://www.koncon.nl/en/international-office/coming-netherlands</a>
Office hours: Monday, Tuesday, Thursday, Friday; 10:00-16:00 hrs; Wednesday; 10:00-13:00 hrs
Consulting hours: Monday, Tuesday, Thursday, Friday; 14:00-16:00 hrs (by appointment)

(Update dd. 01-04-2019)