



# Checklist

Webinar: 'Studiefinanciering aanvragen vanuit het Caribisch gebied: de praktische zaken'

> Before departure

> After your studies

> After arrival

> Contact

> During your studies

## Before departure

from the Caribbean



### Choice of study

Information about study programmes, student cities, rent prices of student accommodation, etc.

> [Studiekeuze123.nl](https://studiekeuze123.nl)

> [Studeermeteenplan.nl](https://studeermeteenplan.nl)



### Option with/without guidance

You can choose between going to the Netherlands independently (free mover) or via an organisation providing guidance. This organisation can assist you in the arrangements which you have to make. Please ask your career counsellor for the options.



### Register for course of study

Higher education: register via Studielink. Senior secondary vocational education and training (in Dutch: middelbaar beroepsonderwijs, mbo): register at the school.

Deadline: courses which only take a fixed number of students (numerus fixus): 15th of January. Most other courses: 1st of May.

> [Studielink.nl](https://studielink.nl)



### Make a study budget

Use the calculation tool on [duo.nl/antillen](https://duo.nl/antillen) to get an understanding of how much money you are going to need monthly.

> [Duo.nl/antillen](https://duo.nl/antillen)



### Income details of parents

Request your parents' income details from the Tax Office of the island where you live. Please use the 'Verklaring inkomen ouders' (Income Tax Statement) form on [duo.nl/antillen](https://duo.nl/antillen) for this purpose. You need these details to apply for student finance.



### Request a copy of your birth certificate

Request a copy of your birth certificate at the Population Register (PIVA) of the island where you live. You need this for your student finance application if your father has not acknowledged paternity and you possibly need it for registration with the municipality in the Netherlands.



### Apply for student finance

You apply for student finance with the form [Application student finance higher education](#) or the form [Application student finance for MBO](#). You must take care of this at least three months before your departure.

Do not forget to attach a copy of your ID, the income tax statement and any other annexes (provide all documents in one PDF file, in the correct order).

> [Mail to documenten@duo.nl](mailto:documenten@duo.nl)



### Take out healthcare insurance and other required insurance

Check whether you are properly insured and, if necessary, take out an international/private healthcare insurance and any other required insurance such as contents insurance and third-party liability insurance.

> [zvl.tips](https://zvl.tips)



### Deregistration from the Population Register (PIVA)

Deregister from the Population Register of the island where you live. Bring the proof of deregistration with you to the Netherlands. You need this to register in the Personal Records Database (in Dutch: Basisregistratie Personen (BRP)). More information about this can be found in the fact sheet for students from the Caribbean region.

> [Factsheet](#)



### Bring the 'Bevraging BSN' form with you to the Netherlands

After submission of your application for student finance, DUO will send you a 'Bericht studiefinanciering' (Student Finance Notification) and 'Bevraging BSN' form (Burgerservicenummer; citizen service number information) by regular post. Bring the 'Bevraging BSN' form with you to the Netherlands.

## After arrival

in the Netherlands



### Registration with the municipality

Register in the Personal Records Database (BRP) in the municipality where you are going to live. You will subsequently receive a citizen service number (in Dutch: Burgerservicenummer (BSN)). More information about this can be found in the factsheet for students from the Caribbean region.

> [Factsheet](#)



### Bank account

Open a bank account at a Dutch bank.



### Citizen service number and bank account number must be submitted to DUO

Submit your citizen service number (Burgerservicenummer) and your bank account number to DUO. Use the 'Bevraging BSN' form which you brought with you to the Netherlands for this purpose. mail to [documents@duo.nl](mailto:documents@duo.nl).



### Apply for a DigiD and activate it

Apply for a DigiD via the DigiD app. You need your citizen service number (BSN) for this. DigiD is your online login code for government services. You need your DigiD for your student travel product and to log in to Mijn DUO, among others. In this short [film](#) we explain how you log in to Mijn DUO with your DigiD.

> [Digid.nl](https://digid.nl)



### Check your details in Mijn DUO

Log in to Mijn DUO with your DigiD and check whether your details such as your e-mail address and your account number are correct. This short [film](#) shows how you arrange your affairs in Mijn DUO.

> [Mijn DUO](#)



### Apply for a personal ov-chipkaart (public transportation chip card)

Apply for a personal ov-chipkaart. You need this card to be able to travel with your student travel product (in Dutch: studentenreisproduct). This short [film](#) shows how it works.

> [Ov-chipkaart.nl](https://ov-chipkaart.nl)



### Link student travel product

Log in to [Studentenreisproduct.nl](https://Studentenreisproduct.nl) with your DigiD and submit the details of your personal OV-chipkaart.

> [Studentenreisproduct.nl](https://Studentenreisproduct.nl)



### Pick up your student travel product

You can load your student travel product onto your ov-chipkaart at a pick-up device (in Dutch: ophaalautomaat).

> [Ophaalautomaat](#)



### Complete Studielink account

Log in to your Studielink account. Change your home address and link your DigiD to your Studielink account.

> [Studielink.nl](https://studielink.nl)



### Apply for housing benefit

Check whether you are eligible for housing benefit.

> [Belastingdienst.nl/toeslagen](https://Belastingdienst.nl/toeslagen)

## During your studies

in the Netherlands



### Change student finance

Do you need less student finance because you have a part-time job, for instance? Then change the amount of your loan in Mijn DUO.

> [Mijn DUO](#)



### Check supplementary grant

Check annually whether your supplementary grant has been calculated.

> [Mijn DUO](#)



### Change healthcare insurance and apply for healthcare allowance

If you have a part-time job, you must apply for a Dutch healthcare insurance.

Often you are also eligible for healthcare allowance.

> [zvl.tips](https://zvl.tips)

> [Belastingdienst.nl/toeslagen](https://Belastingdienst.nl/toeslagen)

## After your studies

anywhere in the world



### Stop student finance and student travel product

If you leave or complete your studies, or switch to a study that does not entitle you to student finance, then you need to stop your student finance in Mijn DUO and stop your student travel product at a pick-up device.

> [Mijn DUO](#)

> [Ophaalautomaat](#)



### Keep contact details up to date

Do you have a student debt with DUO? Then you should make sure that DUO has your current contact details. You should notify a change of address abroad to DUO yourself.

> [Mijn DUO](#)

## Contacting

DUO



### Website

> <https://duo.nl/antillen/>



### Telephone number

+31 505997755



### Mail

in case of questions

> [ks-aa-uaf@duo.nl](mailto:ks-aa-uaf@duo.nl)

for sending documents

> [documenten@duo.nl](mailto:documenten@duo.nl)



### Facebook

> [studenten hoger onderwijs](#)

> [studenten mbo](#)



### Instagram

> [@duostudent](#)



### Twitter

> [@duostudent](#)