

WHAT TO DO AFTER YOUR FIRST STAY IN BELGIUM



EXTENSION

You wish to continue your studies in Belgium.



SEARCH YEAR

You wish to reside in Belgium for a max. period of 12 months

- in order to seek work or
- in order to set up a business with the goal of obtaining a residence permit to work.



VISITING AGREEMENT

Third-country nationals affiliated as researchers through a visiting agreement in Belgium who wish to stay in Belgium for more than 90 days.



LEAVING ABROAD

Student reports permanent departure from Belgium.



DEPORTATION

Overdue extension application.



WHAT TO DO AFTER YOUR FIRST STAY IN BELGIUM

EXTENSION = RENEWAL OF THE RESIDENCE PERMIT



- ✓ Application at least 15 days before the residence permit expires.
- ✓ **Mail** all documents (**complete file** see next pages for more info) for verification to <u>vreemdelingendienst@hasselt.be</u>.
 - Next, please **book appointment** under: **VREEMDELINGENDIENST (BINNENBRENGEN DOCUMENTEN)**
- ✓ Bring all printed documents. It's very important the file is complete, because there is only a very short window of time for the application process and processing time
- ✓ If complete: **notice of receipt** (Annex 33b)



WHAT TO DO AFTER YOUR FIRST STAY IN BELGIUM

EXTENSION: DOCUMENTS NEEDED FOR A COMPLETE FILE



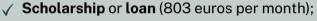
- √ Standard certificate for school registration
- ✓ Standard form for study progress (+ possibly list of marks + possible written motivation in case of insufficient credit or difficult study progress)

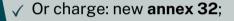
 Note: doctoral students do not have to submit this.
- ✓ Proof of sufficient resources
- ✓ Health insurance

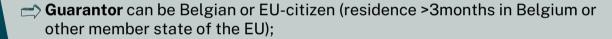


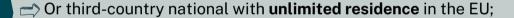
WHAT TO DO AFTER YOUR FIRST STAY IN BELGIUM











Or third-country national max. 3rd degree family (proof of kinship required!);

✓ Or a blocked account or an account managed by the institution of higher education or other documents proving sufficient means of subsistence in the amount of 9,636 euros; (803 *12). Bank certificates/ statements for a certain amount are not accepted.

✓ Or through depositing a **bank warranty** via **Studely**. For the academic year 2024-2025 this warranty must amount to at least **9,636 euros** (803 *12).





WHAT TO DO AFTER YOUR FIRST STAY IN BELGIUM

SUFFICIENT RESOURCES: GUARANTOR



✓ If the guarantor has a residence permit of unlimited duration or is a relative by blood or marriage up to the third degree, he/she can apply to the municipality to legalize the assumption of responsibility: (art. 100 §3 Kb).

Guarantor must receive:

At least 120% of living wage cat.3 (= 2.089,55euros)

Plus basic amount students (currently 803 euros).

Regardless of the number of family members the average monthly income must therefore be at least 2892,55 euros! (assessment by DVZ)



WHAT TO DO AFTER YOUR FIRST STAY IN BELGIUM



GUARANTOR: DOCUMENTS NEEDED FOR A COMPLETE FILE

- ✓ If employee:
 - 3 pay slips;
 - plus employment contract or an employer's certificate (validity either for at least one academic year or the intended duration of studies or for 12 months);

Attention: No unemployment benefits or supplementary family benefits.

- √ If self-employed:
 - document drawn up by a state service (not an accountant) showing **monthly** or annual net/gross income;
 - plus proof of payment social security contributions;
 - plus **registration** with the **FEB**.



WHAT TO DO AFTER YOUR FIRST STAY IN BELGIUM

SUFFICIENT RESOURCES: BANK WARRANTY



- Proof of sufficient means of existence can also be provided by depositing a bank warranty via Studely (https://www.studely.com).
 - For the academic year 2024-2025 this bank guarantee **must amount to at least 9,636 euros**, or twelve times the minimum monthly amount a student must have.
 - Studely provides proof of the deposit through an "attestation de virement irrévocable" (AVI).
 - Currently, **only Studely is approved by Belgium**. Certificates from other companies therefore are not valid and will not be accepted.



WHAT TO DO AFTER YOUR FIRST STAY IN BELGIUM

SEARCH YEAR



- ✓ After finishing studies in Belgium and obtaining certified diploma, the student can then apply for a search year at least 15 days before the residence permit expires.
- ✓ Exception: also for mobility students within EU if mobility is also done in Belgium. (So not for mobility outside EU).
- ✓ Please book appointment under: VREEMDELINGENDIENST (BINNENBRENGEN DOCUMENTEN).
- ✓ Bring **all printed documents** to the appointment.



WHAT TO DO AFTER YOUR FIRST STAY IN BELGIUM



SEARCH YEAR - DOCUMENTS NEEDED FOR A COMPLETE FILE

- ✓ Passport;
- ✓ Proof of diploma at Belgian institution:
 - at least HB05 level;
 - also postgraduate, doctorate is ok;
 - if diploma not yet available: official document with results will suffice;
 - or if mobility: proof of diploma at institution of 1st or 2nd member state.
- √ Health insurance;
- ✓ Sufficient resources:
 - annex 32;
 - or own resources (scholarship, blocked account, employment contract);
 - If mobility: proof of residence in Belgium in the context of mobility.



WHAT TO DO AFTER YOUR FIRST STAY IN BELGIUM

SUFFICIENT RESOURCES: BANK WARRANTY



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WHAT TO DO AFTER YOUR FIRST STAY IN BELGIUM

SEARCH YEAR: ANNEX 33TER & RESIDENCE PERMIT



- √ If file complete: annex 33ter (notice of receipt) => processing time approximately 3 months.
- ✓ If Immigration Department agrees: An A-card for a max. period of 1 year (NOT extendable) with unrestricted access to labor market will be granted.
- ✓ If you **find a job** during search year, you can then **apply for a single permit** (this procedure takes 3-4 months, so start in time).
- ✓ **Attention**: if you're a **mobility student** with a valid annex 33 and wish to stay in Belgium after obtaining your diploma: it is also possible to apply for a search year.



WHAT TO DO AFTER YOUR FIRST STAY IN BELGIUM

VISITING AGREEMENT



- √ Third-country nationals who are:
 - affiliated as researchers through a visiting agreement;
 - with a recognized research institution in Belgium;
 - and who wish to stay or reside in Belgium in this capacity for more than 90 days.



WHAT TO DO AFTER YOUR FIRST STAY IN BELGIUM

VISITING AGREEMENT - ANNEX 46



- √ The application is always submitted to the responsible district by the research institution and this via het <u>Uniek Loket</u>.

 Verification of the admissibility of the application by the District plus Immigration Office (processing time = 60 days).
- √ A positive ruling will only be made if both authorities decisions are positive (Annex 46 "Decision to grant a researcher's permit").



WHAT TO DO AFTER YOUR FIRST STAY IN BELGIUM

VISITING AGREEMENT - ANNEX 49



- If necessary, the researcher must present the Annex 46 to the diplomatic post in order to obtain a **D-visa (marked "researchers" code B13)** from on presenting.
- Within 8 working days of receiving the Annex 46 or after entering with D-visa, the researcher must report to city hall with the Annex 46, in order to apply for the researcher permit.
- city hall will issue a **provisional residence document (Annex 49)** pending the issuing of the researcher's permit.



WHAT TO DO AFTER YOUR FIRST STAY IN BELGIUM

VISITING AGREEMENT - RESIDENCE PERMIT



✓ Ultimately, the researcher receives an **A card marked "researchers"** with a **validity period** corresponding to the **duration of admission to work.**



WHAT TO DO AFTER YOUR FIRST STAY IN BELGIUM



LEAVING ABROAD

- √ When you want to leave Belgium, you need to report to the local authorities that you are leaving abroad (temporarily or permanently).
- ✓ **Temporarily departure**: check if you can apply for a right of return (IT 008) in this case the residence card will not be cancelled. (Annex 18).
- ✓ **Permanent departure**: you must report this to the local authorities (see next page).



WHAT TO DO AFTER YOUR FIRST STAY IN BELGIUM



LEAVING ABROAD

After reporting your permanent departure:

- Your residence card will be withheld and cancelled.
- You will receive a **model 8** and be removed abroad.
- We recommend **taking a copy of your residence card beforehand!** This way you can prove that you have legally resided in our country, should you leave the Schengen zone via another Member State.



WHAT TO DO AFTER YOUR FIRST STAY IN BELGIUM





- ✓ **Attention:** when you have a **D or L card** and choose to leave Belgium permanently you can remain in possession of his D or L card. This D or L card serves to prove your long-term resident status in Belgium in another Member State.
- ✓ The mobility student or mobility researcher with an A card also needs to remain in possession of this card as it proves his mobility within the EU in the other Member States.



WHAT TO DO AFTER YOUR FIRST STAY IN BELGIUM

DEPORTATION



✓ The foreigner who **submits the application to extend his limited stay too late** (after validity date of the "A, H, I or J card") will in theory have to be deported.