

# ACADEMIC MIGRATION

## 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.

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## 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 [vreemdelingendienst@hasselt.be](mailto:vreemdelingendienst@hasselt.be).
- ✓ Next, please **book appointment** under:  
**VREEMDELINGDIENST (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)

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## 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**

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## SUFFICIENT RESOURCES



- ✓ **Scholarship or loan** (803 euros per month);
- ✓ Or charge: new **annex 32**;
  - ⇒ **Guarantor** can be Belgian or EU-citizen (residence >3months in Belgium or other member state of the EU);
  - ⇒ Or third-country national with **unlimited residence** in the EU;
  - ⇒ 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).

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## 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)

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## 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**.

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## 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.

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## 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:  
**VREEMDELINGEDIENST (BINNENBRENGEN DOCUMENTEN).**
- ✓ Bring **all printed documents** to the appointment.



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## 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 HBO5 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.

# ACADEMIC MIGRATION

WHAT TO DO AFTER YOUR FIRST STAY IN BELGIUM



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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.

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## 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.

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## VISITING AGREEMENT - ANNEX 46



- ✓ **The application is always submitted to the responsible district by the research institution and this via het Uniek Loket.**  
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").

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## 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.

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## 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**.

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## 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).



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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.



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## LEAVING ABROAD



- ✓ **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.

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## 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.