

## Criteria for proof of financial means – Change of Purpose, Switching Institutions or Residence permit extension

International students who study in the Netherlands must demonstrate that they have sufficient financial means available to cover their living expenses during their stay. These criteria are set by the Dutch Immigration and Naturalisation Services (IND) and need to be strictly observed. Which specific documents should be submitted depends on your personal situation.

Please note:

- You must demonstrate to have available at least **€875** for each month of study at EUR (= €10.500 for a full academic year). This amount is the minimum amount required for living expenses only, excluding tuition fees and immigration fees. If you are going to study at EUR for more than one year, you will have to provide proof of solvency for the initial twelve months.
- Certificates of deposit are never accepted as proof of sufficient financial means, *unless* they explicitly state that the amount is freely available at all times

*Possible scenarios:*

- A. [You submit proof that you have sufficient funding available in your own bank account;](#)
- B. [You demonstrate that you have a sponsor located outside of the Netherlands;](#)
- C. [You demonstrate you have a sponsor located in the Netherlands;](#)
- D. [You demonstrate that you are sponsored by a company](#)
- E. [You demonstrate that you receive a scholarship for studying at Erasmus University Rotterdam](#)

- A. You submit proof that you have sufficient funding available in your own bank account (see appendix b. for a format)**

If you have the required amount available in your own bank account, you can demonstrate your financial means by providing us with an **original bank statement** of your account. Please ensure that it meets all of the following conditions:

- the bank statement must be original, printed on the bank's letterhead paper and contain a stamp and signature of an authorized bank employee;
- the bank statement must be wholly or partly in your name;
- the statement must be recent (it may not be issued more than 2 months ago);
- the date of the statement must be shown;
- your name, initials and address must be on the statement;
- the account number and type of account must be indicated;
- the bank balance must be shown and the amount must be sufficient for the duration of your studies;
- the bank's contact details must be on the statement
- if it does not concern a current account or regular savings account, the statement must explicitly mention that the amount is available for withdrawal at all times.

Please note that **certificates of deposit** are never accepted as proof of sufficient financial means, *unless* they explicitly state that the amount is freely available at all times

Amounts should preferably be stated in euros, but other currencies will be accepted as well.

**B. You demonstrate that you have a sponsor located outside of the Netherlands**

If you are financially supported by an **individual** (e.g. a parent or family member) living outside of the Netherlands, we will need the following documents:

A: Original declaration of financial support (to be downloaded from the IND website)

B. Copy of your sponsor's proof of identity

The copy of the sponsor's proof of identity must comply with the following requirements:

- It must be an official identity document in the country of origin (passport, identity card or driver's license). In case of doubt as to whether the document is accepted in the country of origin as an official identity document, this can be checked at the Dutch Embassy in the sponsor's country of origin.
- The sponsor's details must be clearly shown in the document
- The number of the identity document must be stated

C: Original bank statement in the sponsor's name (see appendix 4.b. for a format)

The bank statement must comply with the following requirements:

- the bank statement must be original, printed on the bank's letterhead paper and contain a stamp and signature of an authorized bank employee;
- the bank statement must be wholly or partly in the sponsor's name;
- the statement must be recent (it may not be issued more than 2 months ago);
- the date of the statement must be shown;
- the sponsor's name, initials and address must be on the statement;
- the account number and type of account must be indicated;
- the bank balance must be shown and the amount must be sufficient for supporting you for the duration of your studies;
- the bank's contact details must be on the statement
- if it does not concern a current account or regular savings account, the statement must explicitly mention that the amount is available for withdrawal at all times.

Please note that **certificates of deposit are never accepted as proof of sufficient financial means**, unless they explicitly state that the amount is freely available at all times

Amounts should preferably be stated in euros, but other currencies will be accepted as well.

**C. You demonstrate you have a sponsor located in the Netherlands**

**When does someone living in the Netherlands qualify as a financial sponsor?**

A person in the Netherlands who pays part of the study and residence costs for a student should have an income that meets the standards laid down in the Work and Social Assistance Act (WWB) plus the amount that that he/she as financial sponsor wishes to contribute. Which WWB standard the sponsor has to comply with depends on their family situation. The current standard for the WWB is stated on the IND's website. If the sponsor is married, or in a registered partnership, the partner's income may be included. The partner will need to provide the same documents for proof of income as the main sponsor and these must be included with the application. For both full and partial financial assistance, an individual student may only have one private sponsor in the Netherlands.

If you are financially supported by an **individual** (e.g. a parent or family member) living in the Netherlands, we will need the following documents:

If a person employed by a company in the Netherlands supports you financially we need:

A: Original declaration of financial support (to be downloaded from the IND website)

B: Original 'extract' from the municipal administrative records (GBA)

To determine the financial sponsor's family situation, an excerpt from the official municipal administrative records (a GBA extract) must be provided. The sponsor's family situation must be shown in this document.

C: Copy of contract of employment

The copy of the employment contract must comply with the following requirements:

- The name and address of the business must be shown
- The name and date of birth of the sponsor (employee) must be given
- The nature of the employment must be indicated
- If the employment is not permanent, the period of time covered by the employment contract must be specified.

D: Original recent employer's declaration

The employer's declaration must comply with the following requirements:

- The name and address of the business must be given
- The initials, surname and date of birth of the financial sponsor (the employee) must be provided
- The nature of the employment must be stated
- If there is no mention of permanent employment, the period for which the employment contract is valid must be given (income must be secured during the period of your studies at EUR)
- The date of issue must be shown on the employer's declaration (it may not be more than 2 months old)

E. Copies of salary slips for the last three months

The salary slips must comply with the following requirements:

- The employer's name and address must be shown
- The initials, surname and date of birth of the employee (the sponsor) must be given
- The relevant period (month) must be shown
- The gross and net salary amounts must be stated

If you are supported by someone who has an income in the Netherlands from working on a self-employed basis we need:

A: Original declaration of financial support (to be downloaded from the IND website)

B: Original Extract from the municipal administrative records (GBA)

To determine the financial sponsor's family situation, an extract from the official municipal administrative records (a GBA extract) must be provided. The sponsor's family situation must be shown in this document.

C: A copy of the Chamber of Commerce Extract

This must be recent extract (no more than 2 months old) from the Chamber of Commerce relating to the sponsor's company/business.

D: Original fully completed income statement self-employed individual (form M57)

A standard declaration can be requested from EUR's immigration desk ([visa@eur.nl](mailto:visa@eur.nl))

E: Copy of Provisional Tax Assessment IB/IB60 from the previous year

The financial sponsor must provide their provisional tax assessment IB/IB60 from the previous year.

**D. You demonstrate that you are sponsored by a company**

If you are financially supported by a **company**, we need the following documents:

A: Original declaration of financial support (to be downloaded from the IND website)

B. A statement from the company indicating that the person signing the declaration is authorised to do so.

C. Copy of proof of identity of person signing the declaration

The copy of the sponsor's proof of identity must comply with the following requirements:

- It must be an official identity document in the country of origin (passport, identity card or driver's license). In case of doubt as to whether the document is accepted in the country of origin as an official identity document, this can be checked at the Dutch Embassy in the sponsor's country of origin.
- The sponsor's details must be clearly shown in the document
- The number of the identity document must be stated

D: Original bank statement in the company's name

The bank statement must comply with the following requirements:

- the bank statement must be original, printed on the bank's letterhead paper and contain a stamp and signature of an authorized bank employee;
- the bank statement must be in the company's name;
- the statement must be recent (it may not be issued more than 2 months ago);
- the date of the statement must be shown;

- the company's name and address must be on the statement;
- the account number and type of account must be indicated;
- the bank balance must be shown and the amount must be sufficient for the duration of your studies;
- the bank's contact details must be on the statement
- if it does not concern a current account or regular savings account, the statement must explicitly mention that the amount is available for withdrawal at all times.

**E. You demonstrate that you will receive a scholarship for studying at Erasmus University Rotterdam**

In case you receive a scholarship for studying at Erasmus University Rotterdam, you can prove your financial means by submitting:

A copy of the official scholarship award letter from the scholarship provider

The scholarship award letter, signed by an authorised person, must contain all of the following details:

- Your name, initials and date of birth
- The issuing date of the award letter
- The name and address of the scholarship provider or the institute providing the grant
- The name of the scholarship programme
- The period covered by the scholarship (from start date to end date), which must cover the entire duration of your study period at Erasmus University Rotterdam
- A breakdown of the scholarship budget, clearly indicating that an amount of at least €875 per *month of study* is made available to you for living expenses in the Netherlands.

If you are unsure if the scholarship award letter includes all required details, we strongly advise you to ask your scholarship provider to complete a scholarship certificate as additional proof (see appendix a.).

Appendix a. Format Scholarship Certificate  
To be completed by the scholarship provider

On behalf of the Board of Governors of:

Name scholarship provider:
Place:

Undersigned declares hereby that:

Surname student:
Given names student:
Date of birth:
Nationality:

Will receive during the period:

Starting date scholarship: / /
End date scholarship: / /

A monthly scholarship of:

€:
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The scholarship is funded by:

Name institute or company:
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In the frame of

Scholarship programme:
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Date:
Place:
Name:
Signature:

<u>Name institute or company funding the student</u>	<u>Company stamp</u>
<u>Address:</u>	
<u>Postal code + city:</u>	
<u>Telephone number:</u>	

Appendix b. Format Bank Statement  
To be completed by an authorised bank employee  
To be printed on the bank's official letterhead paper

[Account holders name]  
[Account holder's address]

Date:

Our client Mr/Ms/Mrs [name account holder], born [date of birth account holder] currently holds the following account(s):

Account number	Type of account	Currency	Balance

We declare that these funds are freely available for withdrawal at all times.

[Name bank employee]  
[Position bank employee]  
[Address and contact details]

Signature bank employee:.....