Immigration and Naturalisation Service
Ministry of Justice and Security

To
All applicants

Date January 2026
Subject Request to wait 1 week before paying fees and sending documents

Dear Sir/Madam,

You would like to submit an application for the orientation year for highly educated persons. In this letter you can read additional information about your application.

Wait a week before you pay the fees and send in your documents
You need to send some documents to the IND after you have submitted your application. We would ask you not to send these documents immediately. Please also do not pay the fees immediately.

What if you do this immediately after submitting your application? Then your details are not yet in the IND's system. This means that the IND cannot connect your payment or documents to your application. You can prevent this by waiting a week.

With apologies for any inconvenience caused.

Yours sincerely,

The State Secretary of Justice and Security

Immigration and Naturalisation Service
Ministry of Asylum and Migration

Application for admission and residence for an orientation year as a highly educated migrant seeking employment

To be filled in by the Dutch embassy or consulate

Location of the embassy/consulate where the application is submitted _____

Date *Day* *Month* *Year*

Name and initials embassy employee _____

Passport photo

size 35 x 45 mm
(width x height)

Please note! If you have received a printed version of this information form, please check out the digital version, including direct links, on www.ind.nl.
Please check that you have the latest version of this form on ind.nl/en/forms.
Please read the explanation before you start filling in this form.

With this form, you apply for admission and residence in the Netherlands for an orientation year as a highly educated migrant seeking employment.
To qualify, you will have to meet the following conditions. In the 3 years before the date of your application:

- you have completed an accredited bachelor's or master's programme in the Netherlands; or
- you have completed a post-master's study programme of at least an academic year (a minimum of 10 months) in the Netherlands or you have obtained a PhD in the Netherlands; or
- you have had a residence permit in the Netherlands for the purpose of scientific research (EU Directive 2016/801), or a residence permit in the Netherlands for the purpose of working as a highly skilled migrant to undertake scientific research; or
- you have obtained a master's degree in the context of an Erasmus Mundus Joint Master (Degree) programme; or
- you have completed a study in the Netherlands in relation to the Cultural Policy Act; or
- you have completed a study in the Netherlands that is provided in relation to the development and cooperation policy of the Dutch Ministry of Foreign Affairs; or
- you have completed a master's or post-master's study programme or you have obtained a PhD at a designated foreign educational institution[1] and you:

    1. have achieved a minimum score of 6.0 for the International English Language Testing System, or
    2. have achieved a comparable minimum score in an English language test in accordance with the Code of Conduct for international students in Dutch higher education, or
    3. possess a diploma, certificate or document as meant in Article 2.3, (1) of the Civic Integration Decree (only in Dutch), or
    4. have completed a master's, post-master's or PhD programme in the English language or in Dutch.

[1] A designated foreign educational institution is an educational institution that is listed in the top 200 of at least two - from separate publishers originating - general ranking lists or available ranking lists by faculty or by subject field – that correspond with your field of study or research field - of the:

- Times Higher Education: Times Higher Education World University Rankings (general) and Times Higher Education World University Rankings by Subject (by subject).
- Quacquarelli Symonds: QS World University Rankings (general) and QS World University Rankings by subject (by subject).
- ShanghaiRanking Consultancy: Academic Ranking of World Universities (general) and ShanghaiRanking's Global Ranking of Acaemic Subjects (by subject).

This means that the educational institution must be listed in at least two of the available lists (general, faculty or subject field-specific) from separate publishers. Ranking lists published by the same publisher count as one.

When to use this form

You can only use this form if you are a foreign national staying outside the Netherlands. You submit the application to the Dutch embassy or consulate in the country of origin or the country of continuous residence.* Please check the contact page of www.netherlandsworldwide.nl/making-appointment to find out where and how you can make an appointment for this.

** In case there is no Dutch consulate or embassy in your country of origin or permanent residence, please turn to the nearest Dutch representation.*

Appointment at the Dutch embassy or consulate

Please take this application form, your passport photo and valid passport with you to the appointment at the Dutch embassy or consulate. The embassy or consulate employee will register your application and fill out the information box above. You will also receive a confirmation letter with your registration number (V-number). Please keep this letter: you will need it later. After submitting the application to the embassy or consulate, you will receive this application form back.

After the appointment

To be able to assess your application, the Immigration and Naturalisation Service (IND) in the Netherlands needs information from you. Please complete and send this form, with all the necessary documents mentioned in section '4 Means of evidence', to the IND within three weeks from the date of your application (see the date above). Please also enclose the confirmation letter you received from the embassy or consulate. If you do not send all the necessary documents, the assessment of your application will be delayed. If the IND does not receive the information and documents in time, your application may be rejected. However, if one of the necessary documents is a copy of a credential evaluation from Nuffic, but you do not have the credential evaluation yet, you can send it to the IND later. Please send it to the IND as soon as possible after you have received it from Nuffic.

1 Your personal details

Write in block letters

1.1 V-number

Please note! It is imperative that your V-number is mentioned above. Without this number, your application can not be processed. The embassy or consulate will give you this number.

1.2 Dutch Citizen service number (if applicable)

The Dutch Citizen service number (BSN) is a unique number for everyone who has dealings with the Dutch government.

1.3 Name (as stated in the passport)

Surname

First names

1.4 Sex

☐ Male
☐ Female

1.5 Date of birth

Day *Month* *Year*

1.6 Place of birth

1.7 Country of birth
(as stated in the passport)

1.8 Nationality at birth

1.9 Current nationality

1.10 Civil status

- ☐ unmarried (single or living together)
- ☐ married
- ☐ registered partnership
- ☐ divorced
- ☐ widow/widower

1.11 Home address

Street

Number

Postcode

Town

Country

1.12 Telephone number

1.13 E-mail

1.14 Type of travel document

- ☐ National passport
- ☐ Diplomatic passport
- ☐ Service passport
- ☐ Official passport
- ☐ Special passport
- ☐ Other type of travel document, namely:

1.15 Specifications of the travel document

Travel document number

Date of issue

Day *Month* *Year*

Valid until

Day *Month* *Year*

Issued by

2 Details of your representative in the Netherlands (if applicable)

Please enclose an authorisation if the representative is acting on your behalf. If the authorised representative is a lawyer, no authorisation needs to be submitted.

Write in block letters

2.1 Name
(as stated in the passport)

Surname

First names

2.2 Nationality

2.3 Address

Street

Number

Postcode

Town

2.4 Telephone number

2.5 E-mail

3 Declaration of intent to undergo a TB test

In order to obtain a residence permit, you must be prepared to undergo a tuberculosis (TB) test in the Netherlands and - if necessary -treatment. If you are granted a residence permit, you will actually have to undergo a TB test within three months after having received your residence permit.

When you are in the Netherlands, you should make a TB test appointment with the Municipal Health Service (GGD) in the area where you live or will be living (for further information visit the website www.ggd.nl).

Should it become clear after the issue of a residence permit that - despite signing the declaration of intent - you failed to undergo a TB test within the period of three months, this may result in a cancellation of the permit that was granted.

Please note! The obligation to undergo the test does not apply if you are a national of one of the countries listed in the appendix 'Exemption from the obligation to undergo a tuberculosis (TB) test'.

> Please check either one of the following two boxes

- ☐ I hereby declare that I am prepared to cooperate in a tuberculosis test and any treatment. I am aware of the fact that I must undergo a TB test within three months after the residence permit has been received. If I fail to do so, this might have consequences for my right of residence in the Netherlands.
- ☐ I do not need to undergo a TB test because I am a national of one of the countries listed in the appendix 'Exemption from the obligation to undergo a tuberculosis (TB) test'.

4 Means of evidence

Requirements of foreign means of evidence
Documents must be in Dutch, English, French or German. In case the documents are drafted in another language, you need to have these translated by an authorised translator. Send a copy of the original documents together with a copy of the translation.

Please gather the following documents:

- Copy of your passport (page with your identity details as well as the pages with travel stamps, do not send copies of empty pages);
- An 'Antecedents certificate' appendix that you have fully completed and signed.
- Documents showing that you qualify for the orientation year. Please tick the situation that applies to you below and gather the corresponding documents.

☐ **In the three years before the date of your application you have completed an accredited bachelor's or master's programme or a post-master's study programme in the Netherlands:**

- A copy of the diploma or certificate, which shows the date you completed your study programme. This concerns the diploma or certificate of an accredited programme at a Dutch educational institution for higher education; or
- A 'Statement on completion of study' (available on www.ind.nl), completed and signed by the educational institution. You need this means of evidence if you have completed your study before you submit this application but are not yet in possession of your diploma or certificate.

☐ **In the three years before the date of your application you have completed a master's or post-master's study programme or you have obtained a PhD at a designated foreign educational institution, or in the three years before the date of your application you have obtained a doctorate at such an educational institution:**

- Documentary evidence (for example a screenshot) showing that your educational institution was listed, on the date you completed your study programme or your PhD, in the top 200 of at least two of the ranking lists mentioned on page 1; and
- A copy of a credential evaluation from Nuffic. If you have applied for a credential evaluation, but you have not received it from Nuffic yet, you can send it to the IND later. In that case, submit proof of your application for a credential evaluation. Send the credential evaluation to the IND as soon as possible after you have received it from Nuffic. How to apply for a diploma evaluation and which documents you need for this, you will find on the website International credential evaluation. You do not have to submit a credential evaluation from Nuffic if:
  - you graduated in Belgium and your study programme is registered in the Higher Education Register of Flanders); or
  - your diploma or certificate was (also) issued by a Dutch educational institution;
- The diploma or certificate or a certified copy thereof. This must show that and when you graduated with a master's degree or obtained your PhD at a designated foreign educational institution (see page 1). On your graduation or PhD date, this foreign educational institution was ranked in the top 200 of at least two general rankings from separate publishers. Or the foreign educational institution was ranked in the top 200 of the rankings by faculty or subject field on your graduation or PhD date. You graduated or obtained your PhD in the subject field in which the educational institution is ranked in the top 200 of the rankings by faculty or subject field; and
- Documentary evidence showing that you:
  - have achieved a minimum score of 6.0 for the International English Language Testing System,
  - have achieved a comparable minimum score in an English language test in accordance with the Code of Conduct for international students in higher education,
  - possesses a diploma, certificate or other document as referred to in section 4(1)(b) of the Civic Integration Act 2021,
  - possess a diploma, certificate or document as meant in Article 2.3, first paragraph of the Civic Integration Decree, or
  - have completed a master's or post-master's or PhD programme in the English language or in Dutch.

  It is not necessary to submit proof regarding your English proficiency if you have obtained your master's or post-master's degree or your PhD in an English-speaking country.

☐ **In the three years before the date of your application you have been in possession of a residence permit for the purpose of scientific research or a residence permit for the purpose of working as a highly skilled migrant to undertake scientific research in the Netherlands:**
You do not have to submit additional means of evidence or documents, because the IND already has this information available.

☐ **In the three years before the date of your application you have obtained a PhD in the Netherlands. You did not have a residence permit for the purpose of scientific research or for the purpose of working as a highly skilled migrant to undertake scientific research. You did have a Dutch residence permit for another purpose:**
A copy of the diploma or certificate, which shows that you have obtained and when you have obtained your PhD at a Dutch university or at the Open University in the Netherlands.

☐ **In the three years before the date of your application you have obtained a master's degree in the context of an Erasmus Mundus Joint Master (Degree) programme:**

- A copy of a credential evaluation from Nuffic. If you have applied for a credential evaluation, but you have not received it from Nuffic yet, you can send it to the IND later. In that case, submit proof of your application for a credential evaluation. Send the credential evaluation to the IND as soon as possible after you have received it from Nuffic. How to apply for a diploma evaluation and which documents you need for this, you will find on the website International credential evaluation. You do not have to submit a credential evaluation from Nuffic if:
  - you graduated in Belgium and your study programme is registered in the Higher Education Register of Flanders); or
  - your diploma or certificate was (also) issued by a Dutch educational institution;
- A copy of the diploma or certificate, which shows that and when you have obtained your degree.

☐ **In the three years before the date of your application you have completed a study in the Netherlands in the context of the Cultural Policy Act, or a study in the Netherlands that is provided in relation to the development and cooperation policy of the Dutch Ministry of Foreign Affairs.**
A copy of the diploma or certificate from an educational institution, which shows that you have completed a study in the context of the Cultural Policy Act or in relation to the development and cooperation policy of the Ministry of Foreign Affairs.

5 Payment of fees

Before your application can be assessed, you must pay a fee. The fee for an application for admission and residence in the Netherlands for an orientation year, submitted between 1 January 2026 and 1 January 2027, is € 254. This amount must be paid by all applicants, except for citizens of Turkey, San Marino and Israel. The fee for citizens of Turkey is € 85. The application is free of charge for citizens of San Marino and Israel. You can find this information on www.ind.nl.

Please transfer the fee for the application to the bank account of the IND referred to below and send a proof of payment to the IND.

As a payment reference, you must fill in your V-number, which you receive from the Dutch embassy/consulate where you submit your application. If you do not do this, your payment may not be processed properly.

Bank	ING
IBAN	NL31INGB0705005356
Name	Min. van Justitie en Veiligheid 601/IND LEGES Storting Bank
SWIFT code	INGBNL2A
Address	Postbus 85449
Postcode	2508 CC
City	Den Haag
Payment reference	Your V-number

You must transfer the fee within three weeks after the date on top of this form (filled in by the Netherlands embassy or consulate). Your application will only be assessed when the whole amount has been received by the IND. Please check whether your bank deducts a fee from the amount being transferred.

NB! Please pay attention to the enclosed letter about paying the fees and sending the documents.

If the assessment of your application shows that you do not qualify for a residence permit in the Netherlands, you will not receive a refund.

6 Declaration of consent

The IND will assess and decide on your application. If you wish communication with the IND to take place by e-mail (instead of by post), you must consent to this first.
You can email with the IND by using Zivver. Zivver is a means of securely emailing and exchanging files. Read more about emailing securely with Zivver at ind.nl/en/send-documents.

> Please check either one of the following two boxes

☐ I agree that communication with the IND will take place by e-mail. I want the email address I provided above to be used for this (section 1.13). I access this email address on a regular basis.

☐ I do not agree that communication with the IND will take place by e-mail. I want correspondence to be sent to the address I provided above (section 1.11).

Please note! The IND accepts no responsibility for any email messages that fail to reach you or are delayed. The IND cannot guarantee the reliability of sending or receiving messages by email, or the confidentiality and integrity of email correspondence sent over the internet.

7 What will happen with your application?

It may take at least one week before your application is registered in the system of the IND. Please pay attention to the enclosed letter about paying the fees and sending the documents. After receipt of your application, your documents and fee, the IND will assess your application. You will be contacted by the IND if your payment or your documents are not received. You will also be informed once the assessment of your application has been finalised. If your application is granted, you will also receive information about the follow-up procedure.

8 MVV and residence permit

In case your application is granted you will receive an MVV (entry visa) from the Dutch embassy/consulate. When your application is granted you can make an appointment to collect your MVV via www.netherlandsworldwide.nl/mvv. The IND aims to have your residence permit ready upon your arrival in the Netherlands. The IND will send you an e-mail indicating when you can collect your residence permit. For this, you have to make an appointment online at the IND desk of your choice.

8.1 Intended date of departure to the Netherlands

Day *Month* *Year*

8.2 Where do you want to collect your residence permit?

☐ I will collect my residence permit at one of these **IND desks**.
> Please check either one of the following boxes

- ☐ Amsterdam
- ☐ Goes
- ☐ 's-Hertogenbosch (Den Bosch)
- ☐ Den Haag
- ☐ Maastricht
- ☐ Nijmegen
- ☐ Zwolle

☐ I will collect my residence permit at one of these **expat centers**.
Please note! Some expat centers charge a fee for this service and some expat centers require an appointment to collect the residence permit)
> Please check either one of the following boxes

- ☐ Amsterdam
- ☐ Den Haag
- ☐ Eindhoven
- ☐ Enschede
- ☐ Goes
- ☐ Groningen
- ☐ Maastricht
- ☐ Nijmegen
- ☐ Rotterdam
- ☐ Utrecht
- ☐ Wageningen

9 Registering in the Netherlands

You need your birth certificate (legalised and translated if necessary, please check www.ind.nl) for registering in the Personal Records Database (BRP) at your local municipality after arriving in the Netherlands. This is a mandatory procedure. When you are registered in the BRP, you will automatically obtain a citizen service number (BSN), unless you already have this.

10 Signing

Signing this form will bring you rights and obligations. If you do not know what these rights and obligations are, then visit the website www.ind.nl.

- ✓ I declare I have completed this form truthfully.
- ✓ I know that the personal details supplied will be processed in connection with the Aliens Act 2000 and will be passed on to authorities that need these personal details for that purpose.
- ✓ I will pass on any changes to my situation, which will affect my right of residence, within 4 weeks to the IND with the 'Notification form for family members and relatives'. I am aware that if I do not do this, it may affect my right of residence as foreign national. I know that I may incur an administrative fine.
- ✓ I know what my rights and obligations are.

10.1 I submit this form and _____ (number) of appendices/documents in evidence.

10.2 Name _____

10.3 Place and Date *Place*

_____

Day *Month* *Year*

10.4 Signature _____

11 Submitting this form with the necessary documents

Sign and send the completed form, a proof of payment, the 'Antecedents certificate' appendix and the requested documents to the IND in the Netherlands. You can send them by e-mail using Zivver. Zivver is a means of securely emailing and exchanging files with you. Read more about emailing securely with Zivver at ind.nl/en/send-documents.
You can also send them by post. Never send any original documents. You must send clearly readable and full copies of the original documents. Do not use any staples or paperclips. Do not send any USB sticks, CD's, DVDs and suchlike. Put all the documents in a sufficiently stamped envelope. Please pay attention to the enclosed letter about paying the fees and sending the documents. Send this to the following address:

Immigration and Naturalisation Service (IND)
P.O. Box 5
9560 AA TER APEL
The Netherlands

Alternatively, you can send copies of your documents by email. You can do that by using Zivver. Zivver is a means of securely emailing and exchanging files. Read more about emailing securely with Zivver at ind.nl/en/send-documents.

Processing of personal data
The IND records your data in the IND systems to be able to carry out legal tasks. The IND uses and secures your personal data carefully and on the basis of the requirements of the privacy legislation. Read how the IND handles your personal data on ind.nl/en/privacy.