

**INTERNATIONAL STUDENTS  
AFTER GRADUATION  
(Job Search)**

***Can I continue to live in the Netherlands after I have graduated?***

Yes, all international students are able to continue to live in the Netherlands after they have graduated from Tilburg University.

***What do I have to do?***

You must apply for a change in the purpose of your Residence Permit, from Study to either:

1. Job Search
2. Admission Scheme for Highly Educated Persons<sup>1</sup>

The differences between the two are as follows:

<b>Job Search</b>	<b>Admission Scheme for Highly Educated Persons</b>
Graduate of either Bachelor or Master program	Graduate of either a Master or PhD program
Apply just after graduation	Can apply within three years of obtaining degree
Must be a graduate of a Dutch institution	Can be a graduate of either a Dutch institution or a non-Dutch institution (listed in the top 150 of the Times Higher Education Supplement <sup>1</sup> ) or the Jiao Tong Shanghai University.
Apply to the Immigration Service directly	Apply either to the Immigration Service (if living in the Netherlands) or through the Dutch Embassy (if living abroad).
No requirements other than a Bachelor or Master degree	Have to have a minimum of 35 points awarded for areas such as degree (PhD = 30 points; Master = 25 points), age (21-40 years old = 5 points), language fluency (Dutch or English = 5 points)
Valid from date of graduation	Valid from date of application
Must live in the Netherlands when applying and during application process	Can be living either in the Netherlands or abroad
Valid for one year from the date of graduation	Valid for one year from the date of application
Can work without a Work Permit when you have your new Permit	Can only work with a Work Permit

You can only apply for either the Job Search OR the Admission Scheme for Highly Educated Persons. You cannot apply for both.

We would recommend that you apply for the Job Search option if you have graduated recently and you want to continue to live in the Netherlands after your graduation.

***What is Job Search?***

This is a special category of residency. It allows you to spend one year after your graduation looking for a job in the Netherlands which falls under the category of a 'highly skilled immigrant'. One of the requirements of a 'highly skilled immigrant' is that the job you find has an annual salary of not less than approximately €27,000.

During this year when you are searching for a job, you can work in the Netherlands, irrespective of salary, **without** a Work Permit.

This category of residency is only valid for one year and cannot be extended after that. You can only apply for this once – either when you have finished your Bachelor degree or when you have finished your Master degree.

<sup>1</sup> Please refer to fact sheet 'Admission Scheme for Highly Educated Persons for more information about this procedure.

### **Who can apply for a Job Search residence permit?**

All foreign students who have studied in the Netherlands with a residence permit for study purposes can apply for this residence permit. Please note that a Bachelor or Master diploma obtained at one of the Dutch higher educational institutions is mandatory.

Romanians and Bulgarians are also allowed to apply for a Job Search residence permit. To them, the same rule of possessing a Bachelor or Master diploma obtained at a Dutch higher educational institution applies. An application for verification against EU community law is not obligatory, but simplifies the application for a Job Search residence permit.

### **How do I apply?**

You MUST apply before your current Residence Permit expires, but you can only apply **after you have graduated – so after your thesis defense.**

1. Download the application form from the IND website. Go to [www.ind.nl/EN](http://www.ind.nl/EN) and click on:
  - *Brochures & Forms*
  - *Download Forms*
  - *Application residence permit without MVV or change to purpose of stay*
2. Complete the form, indicating on page 7 of the form that your purpose of stay is 'Following completion of your study, to look for a job as a highly skilled migrant and to utilize the search period.'
3. Make an appointment with the Immigration Service to hand in your application. Please telephone the Immigration Service on 0900 1234561 (€0.10 per minute) to make the appointment. You will then receive a letter from the Immigration Service confirming your appointment, giving you an appointment code which you should keep in case you have to cancel your appointment and confirming the documents you need to take with you to your appointment.

One of the documents you will need to include is a certified copy of your Bachelor or Master diploma. The immigration officers can certify the copy for you if you bring the original diploma and a copy with you to their office.

It might be the case that you will receive your diploma at a later date than your graduation date. The immigration officers can then provide you with a graduation statement or 'afstudeerverklaring' in Dutch. On this statement will be indicated: your personal details, the official date of graduation and the date on which you will receive your diploma (diploma ceremony). Please note that the certified copy of your diploma must be sent to the immigration service within two weeks after the date of the diploma ceremony indicated on the statement.

### **When should I apply for this?**

You should apply for this change in purpose AFTER your graduation day, but BEFORE the expiration date of your current Residence Permit.

### **From what date will my new Residence Permit be valid?**

Your Residence Permit for Job Search will be valid from the date of your graduation and will expire one year after your graduation. For this reason, it is possible to include a statement of graduation in case you will receive your diploma at a later date than the graduation date. If you apply for this six months after your graduation, the Residence Permit will still be valid for one year from your date of graduation and will therefore already expire six months after your application.

### **Do I have to be living in the Netherlands when I apply?**

Yes, you must be living in the Netherlands when you apply for this. All letters concerning this application will be sent directly to you at the Dutch address where you are registered by City Hall. You must therefore make sure that you inform City Hall if you move, but you must also have access to your post during this application period. If the Immigration Service requires more information, they will send you a letter, giving you less than two weeks to respond. If you are on holiday or abroad, you may miss this deadline and your application will be automatically rejected.

***Do I have to pay for this application?***

Yes, you will have to pay administration costs to the Immigration Service. This is currently €331 and must be paid directly to the Immigration Service when you hand in your application. You will have to pay with your Dutch bank card. Please check the current fee and payment methods when you make your appointment to hand in your application with the Immigration Service.

***How long will this application take?***

The Immigration Service have between three and six months to make a decision about your application. However, this is a maximum length of time. In order to not to waste time, we advise you to make use of the statement of graduation in case the diploma ceremony takes place at a later date than the graduation date, since the residence permit will be valid from the date of graduation.

***What if my current Residence Permit expires before I get my new Residence Permit?***

You are a legal resident in the Netherlands as long as you have an application in progress. However, you will only be able to travel outside the Netherlands and back into the Netherlands during this period if you have a return visa. Please contact the Immigration Service to make an appointment to arrange this. Currently, a return visa costs €140.

***When can I start working?***

You can only start working under the rules of the Job Search year once you have received your new Residence Permit card stating your new purpose of stay. During this Job Search year, you will not be able to apply for any state benefits, such as unemployment benefit. During this year you will not need a work permit.

You can try to find a job through an employment agency (*uitzendbureau* in Dutch). For details of employment agencies, go to [www.yellowpages.nl](http://www.yellowpages.nl) and search for 'employment agency'.

You can also look on the internet. Some examples of useful websites aimed specifically at non-Dutch applicants include:

[www.undutchables.nl](http://www.undutchables.nl)

[www.dutchisnotrequired.nl](http://www.dutchisnotrequired.nl)

You can also use the services of the Student Service Centre at Tilburg University. Located on the ground floor of the Prisma building, the Student Service Centre has an extensive selection of useful information, including vacancy lists and professional journals.

***What happens when I find a job which falls under the 'highly skilled migrant' requirements?***

You must immediately apply for a change in your purpose of stay. Your employer will help you with this.

***What are the requirements for medical insurance when I am working?***

You must continue to have medical insurance, whether you are a student or working or not working. You should contact your current insurance company to inform them that you are no longer studying and to confirm the continuance of your medical insurance cover.

When you start to work, either part time or full time, you must have a basic level of medical insurance (*basisverzekering* in Dutch). This is offered by a number of organizations, such as CZ and Zilveren Kruis Achmea. Please contact these companies to check the requirements and options.

Please remember that, in addition to medical insurance, you must also have liability insurance. Companies which offer this type of insurance include Interpolis.

***Do I have to pay tax?***

You will be required to pay tax on your earnings, if you earn above a certain limit each calendar year. This will be deducted by your employer from your pay before you receive it.

Your employer also has to make social security contributions to the Dutch government to support the payment of disability pay and unemployment benefits. These are deducted from your pay before you receive it and will be detailed on your pay slip. For a detailed explanation of these deductions, please ask your employer.

In order that your employer can make these deductions correctly, you will need a *Burgerservicenummer* (BSN) before you can start working. You received this number when you registered at the City Hall where you live. If you do not know what your *Burgerservicenummer* is, please contact the City Hall, who will be able to tell you.

**STICK TO THE RULES....**

Please stick to the rules detailed above and, if you have any queries, please contact the Immigration Officer (see details below). Make sure you are legally employed and that your employer deducts both tax and/or social security contributions. If you do not follow the regulations, it could have a negative effect on your right to stay in the Netherlands.

Another disadvantage is that you will not be insured if you are working illegally, and if there is an accident at work, you will not be covered by your insurance policy. This could have serious financial implications for you.

**Who should I contact if I have any questions about the above?**

Subject	Contact Person
Job Search year application / Admission Scheme for Highly Educated Persons	Immigration Office, <a href="mailto:immigration@tilburguniversity.edu">immigration@tilburguniversity.edu</a> or 013 466 4166
Where to look for work	<a href="http://www.yellowpages.nl">www.yellowpages.nl</a> <a href="http://www.undutchables.nl">www.undutchables.nl</a> <a href="http://www.dutchisnotrequired.nl">www.dutchisnotrequired.nl</a> Student Service Centre – ground floor of the Prisma building
Application for Residence Permit as highly skilled immigrant	Your employer
Burgerservicenummer (BSN)	City Hall in the area in which you live (Tilburg City Hall – 013 213 1313)
Return visa	Immigration Service – 0900 1234561 (€0.10 per minute)