

Visa regulations

Belgian immigration law requires students to complete the formalities listed below **before** departure for Belgium. These formalities will ensure the proper permission to enter Belgium and conduct studies.

More information:

- [Belgian Ministry of Foreign Affairs](#)
- [Belgian Immigration Office](#)

Non EEA-citizens:

To enter Belgium, **you will need a visa**. The type of visa depends on how long you intend to stay in Belgium.

For stays longer than 90 days you need to apply for a **Long Stay Visa (Type D)**, also called Authorisation for Provisional Sojourn.

Non-EEA citizens are nationals of countries that are not part of the EEA.

* EEA = European Economic Area member states: EU + Liechtenstein, Norway, Iceland

* EU = European Union member states: Austria, Belgium, Bulgaria, Croatia, Cyprus, Czech Republic, Denmark, Estonia, Finland, France, Germany, Greece, Hungary, Ireland, Italy, Latvia, Lithuania, Luxembourg, Malta, the Netherlands, Poland, Portugal, Romania Slovakia, Slovenia, Spain, Sweden and the United Kingdom

How to apply?

As a rule, students must apply for this visa at the Belgian Consulate or Embassy in their own country or in the country where they legally reside, and not at the public authorities in Belgium itself. If there is no Belgian Consulate or Embassy in their home country, they may submit their application at the Belgian Consulate or Embassy in one of the neighbouring countries.

Documents to submit:

(Please always check the website of the Belgian embassy concerned for the most recent information!)

1. **Valid passport.**

With at least one year's validity remaining.

2. **Permission to enrol at Odisee.**

This letter will be provided by e-mail by Odisee once you have been admitted to the BBM programme. (Upon request of the student.)

3. **Proof of solvency.**

There are **two acceptable types** of the proof of solvency

a. Proof of your own financial means

A proof of your own financial means **by transferring a certain amount to a blocked bank account** in Belgium in your name. (Highly recommended procedure.)

This implies that you choose to transfer the appropriate amount of money to the bank account of Odisee, we then provide you with a financial statement you will need to add to your visa application.

After your arrival we will then in turn forward this amount on a monthly basis to your personal bank account in Belgium. (Please note that you can prove your solvency via Odisee for maximum one academic year at a time.)

Required amount: 700 EUR/month + 100 EUR handling fee = 8500 EUR (700 x 12)+ 100

Kindly notify the Student Administrative Services Centre about your intention to make use of this procedure (bbm@odisee.be) The detailed instructions will then be communicated to you.

b. Form 'Agreement for Acceptance of Financial Responsibility' – Annex 32

This must be completed and signed by, for example, your parents, relatives or your private sponsors in Belgium who must avail of sufficient income. Belgian law requires that this person, your guarantor, must be able to show that he or she earns at least € 1.254,82 a month plus € 150 per person who is legally dependent on him or her. Then, still in addition to this, the guarantor's income must avail of an extra € 666 per month to support the student. The Belgian Consulate or Embassy has the authority to require official proofs of the guarantor's income and to investigate this accordingly.

It is recommended that you include these proofs already when you submit the form. In this document the guarantors declare that they agree to shoulder the following costs: your health expenses, your stay in Belgium, your studies, and your return to your home country, for at least one academic year. An option is also provided in the document for your guarantors to shoulder the costs for the entire duration of your studies in Belgium. The document must be legalized by the Belgian Consulate or Embassy. Please note that the amounts mentioned above are subject to increase per year according to the Belgium state's index calculations. In this regard, please verify with the Belgian Consulate or Embassy in your home country the current required amounts.

More information [here](#)

In case of doubt, the Belgian Consulate or Embassy in your home country will inform you what kind of proof of solvency is acceptable and what procedures to follow.

4. Certificate of good conduct.

This certificate, which is also called a police record, can be obtained from the police department in your home country. It should cover the last five years. If the police department in your home country does not provide such a certificate, the Belgian Consulate or Embassy will inform you as to what steps to take. For US citizens, this certificate is also called the FBI Clearance.

5. **Medical certificate.**

The official form for the medical certificate can be obtained from the Belgian diplomatic service in your home country. This certificate has to be completed by a doctor appointed by the Belgian diplomatic or consular agent nearest to your official place of residence and stamped for approval by said agent. Only the completed original (Dutch, French or English language) certificate is accepted by the ministry in Belgium. The medical certificate needs to be legalised by the Belgian embassy or consulate as well.

This certificate should state that you are in good health and are not a carrier of contagious diseases, e.g. tuberculosis.

Note: Due to changes in Belgian legislation, as of March 2015 foreigners have to **pay a supplementary administrative fee before applying for their long-stay visa**. Click [here](#) for more information.

(Please note: Odisee is accredited and subsidized by the Flemish government in Belgium.)

ATTENTION: Students should not enter Belgium with a tourist visa if they intend to stay longer than 90 days or three months. Odisee will not support an application for a change of status or visa.

EEA-citizens:

You **do not need a visa** to enter Belgium.

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* EU = European Union member states: Austria, Belgium, Bulgaria, Croatia, Cyprus, Czech Republic, Denmark, Estonia, Finland, France, Germany, Greece, Hungary, Ireland, Italy, Latvia, Lithuania, Luxembourg, Malta, the Netherlands, Poland, Portugal, Romania Slovakia, Slovenia, Spain, Sweden and the United Kingdom

EEA citizens have, in principle, access to and may stay in all the other member states of the union. Special arrangements also apply for Switzerland while Monaco follows the French regulations.

No need to apply for any visa. Just bring along your:

1. Valid passport or identity card
2. Proof of solvency: e.g. your personal bank statements, personal bank card or credit card, or the bank statements and attestation of financial support from your parents; in case you can't present this you will be asked to sign a declaration that you have sufficient financial means to complete your studies in Belgium
3. European Health Insurance Card that proves you are affiliated with a health insurance in your home country

For further questions, please contact bbm@odisee.be