



# Information for students from Aruba, Curacao, St. Maarten and the Caribbean Netherlands for registration in the Basisregistratie persoonsgegevens (BRP)

**Before a student can study in the Netherlands, a number of things have to be arranged. One of those things is the registration in the Basic Municipal Registry (In Dutch: Basisregistratie Persoonsgegevens - BRP). If you want to study in the Netherlands, you have to register in the municipality in the Netherlands where you will live.**

In this bulletin we give some suggestions to make this registration in the Netherlands easier.

## **Deregistration PIVA**

Before you leave for the Netherlands, you should deregister yourself from the Personal Information Department (In Dutch: persoonsinformatievoorziening - 'PIVA' administration) at civil registry of the island where you live. Deregistration from the PIVA (in Dutch: PIVA) is a condition to be registered in the BRP. One of the documents you need to submit when you register in the BRP, is a moving notice (proof of deregistration) that will be handed over to you when you deregister.

It is important that you indicate when you depart, in which municipality you will live in the Netherlands, and that you register in that municipality when you establish yourself in the Netherlands. If you decide to register in another municipality than the one specified at departure, this will lead to a few weeks of delay in registration in the BRP, whereby the conceding and the granting of the citizen service number (burgerservicenummer - BSN) will take place later.

To obtain a student grant and health care insurance it is necessary that you have a BSN.

## **Registration BRP**

It is advisable to inquire in advance, for example through the website of the municipality, about how the registration in the BRP in the municipality is organized. For example, should an appointment be made and which documents should be submitted at the registration? Some municipalities have fixed days or separate appointments with civil affairs/public affairs for registration of students from the Caribbean Netherlands in the BRP. Besides, some educational institutes have agreements with the municipalities about special registering dates. Read more about this further in this bulletin.

When registering in the BRP at the municipality you have to submit the following documents:

- Passport (for the determination of the identity);
- Moving notice (received from the Department of Civil Registry on the island where you are deregistered);
- Proof of address in the Netherlands (e.g. a copy of the lease or a letter with signature and a copy of the ID card of a family member which proves that you can live there for some time);

Optional: find out about this well in advance after the municipality where you will live:

- Birth certificate (some municipalities request you to submit a copy of the birth certificate). Please note that if you were not born on the island from which you will depart, you would do well to apply for a (foreign) birth certificate timely and, if necessary, have it translated and, if necessary, legalize it or have it stamped with an apostille (legalization).

## **Special registration days of municipalities**

Both municipalities and educational institutes organize special registration days where students can register in the BRP. These services may vary among municipalities, but also among educational institutes. So whether you have to go to municipality to register depends on the municipality where you will live and the educational institute where you will be studying. If you go to a special registration day where you can register in the BRP, it is not necessary anymore to make an appointment with the municipality.

## **Student Days of educational institutes**

You may already have arranged the registration at the educational institute. Inquire timely, for example through the website of the educational institute, if they offer guidance with the registration in the BRP in the Netherlands. Special student days are organized where several departments (government agencies) are present, such as civil affairs/public affairs for registration in the BRP. Of course you can approach the organizations and individuals listed below for information.

### Points of contact on Aruba, Curaçao and St. Maarten and the Caribbean Netherlands

On each of the islands there is a contact person in the public administration who can give students information about registration in the BRP and the documents that are required:

- Aruba: Marguerite.Nouel@aruba.gov.aw and Mayra.Orman@aruba.gov.aw
- Curaçao: info.bsbv@gobiernu.cw
- St. Maarten: burgerzakensxm@sintmaartengov.org
- Bonaire: dmartinus@bonairegov.com
- St. Eustatius: census.office@statiagov.com
- Saba: censusmail@sabagov.nl , julieta.woods@sabagov.nl

### Useful information and links

#### Dienst Uitvoering Onderwijs (DUO)

Information for students from Caribbean Netherlands:  
<http://duo.nl/particulieren/mbo-er/buitenland/aanvragen-vanuit-de-voormalige-antillen.asp>

#### Application Form student grants:

[http://duo.nl/Images/8413A-011invulDEF%20Aanvraag%20Aruba%2C%20Cura%2C%A7a0%2C%20StMaarten\\_tcm7-48115.pdf](http://duo.nl/Images/8413A-011invulDEF%20Aanvraag%20Aruba%2C%20Cura%2C%A7a0%2C%20StMaarten_tcm7-48115.pdf)

#### Rijksdienst Caribisch Nederland

Information regarding, among others, the start-up allowance. The start-up allowance is intended to pay the travel, equipment (everything necessary for the trip and stay in the Netherlands), furnishings, bridging and guidance in the Netherlands. The start-up allowance consists of a performance grant and a loan.

Website: <http://www.rijksdienstcn.com/>  
E-mail address: [info@RijksdienstCN.com](mailto:info@RijksdienstCN.com)

#### Arubahuis

The Education Department of the Arubahuis is responsible for the Aruban students with a student loan of the country Aruba. This department is responsible for the care of the Aruban students coming to study in the Netherlands, the payment of their monthly loans, tuition and insurance. Each region in the Netherlands has a mentor who has supervision over a certain number of students.

Website: <http://www.arubahuis.nl/afdelingen/onderwijs>  
E-mail address: [onderwijs@arubahuis.nl](mailto:onderwijs@arubahuis.nl)

#### Stichting Studiefinanciering Curaçao:

Stichting Studiefinanciering Curaçao (SSC) is an institution responsible for providing students to follow a vocational, college or university education on Curaçao and the Netherlands. Is also responsible for providing an allowance for attending secondary school.

Website: <http://www.ssc.cw>

E-mail address: [info@ssc.cw](mailto:info@ssc.cw)

#### St. Maarten Students Support Services (S4);

S4 supports and guides students from St. Maarten who study in the Netherlands with a grant of the country St. Maarten. S4 also provides guidance and support to students from the Caribbean Netherlands eligible for the start-up allowance of the RCN- Studiefinanciering and who have specifically requested guidance and/or accommodation services.

Website: <http://www.s4foundation.nl/>

E-mail address: [info@s4foundation.nl](mailto:info@s4foundation.nl)

#### Colofon

Personal Records and Travel Documents Agency  
Ministry of the Interior and Kingdom Relationships  
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