



Universiteit
Leiden

Leiden University College
The Hague

LUC Visa Checklist

Liberal Arts and Sciences: Global Challenges
Admission 2024

Visa application deadline: 1 June 2024

- I have uploaded a copy of all pages of my valid passport
 - My passport is still valid by December 2024
 - I have included a copy of the front and back of my passport
 - I have included copies of all pages including blank pages
- I meet the English proficiency requirement for admission to LUC
- If applicable to me, I have uploaded a copy of my EU residence permit card from a different EU country
- I have uploaded a statement stating I that am willing and able to pay the tuition fee
 - I pay the tuition fee myself and will write this statement
 - A parent, scholarship provider or an employer will be paying the tuition fee on my behalf. This person will write a statement confirming to be willing and able to pay. I will upload this statement instead of my own
- I have paid the required visa/residence permit fee of €228 either in uSis or via **bank transfer**

AFTER 15 MAY UPLOAD THE FOLLOWING

- I have filled out both pages of the **Antecedents Certificate** and uploaded the document
 - I have left the 'V-number' section blank
 - The date of signing falls between 15 May and 31 May
 - The signature on this form is identical to the one on my passport copy
- I prove that I have sufficient funds for the tuition fee and living expenses at a total amount of €34.295
- I have sufficient funds to pay the tuition fee of €19.295 by choosing one of the following options:
 - I have transferred the tuition fee to **Leiden University's bank account** before the visa deadline
 - I have submitted a bank statement in my name demonstrating a sufficient amount to pay the fee
 - A person is paying on my behalf. I have submitted a bank statement in their name demonstrating a sufficient amount to pay the tuition fee for me
 - The bank statement letter meets the requirements as stated **here**. An example is available **here**
- I have sufficient funds for the upcoming 12 months of studies (at least €15.000) as I have:
 - I transferred the living expenses of €15.000 to **Leiden University's bank account** before the visa deadline
 - I have submitted a bank statement in my name demonstrating sufficient living expenses
 - The bank statement/scholarship letter meets the requirements as stated **here**
- Check only if applicable: I will fund some of my studies through a scholarship and will read the instructions regarding providing documentation for this in the following document under '**Proof of sufficient funds**'
- I have submitted my visa/residence permit application to study Liberal Arts and Sciences: Global Challenges before the visa deadline of 1 June 2024**

Example bank statement including all required items

LETTERHEAD PAPER

BANK'S ADDRESS
PHONE NUMBER OF THE BANK
CONTACT PERSON AT THE BANK (PREFERABLY ENGLISH SPEAKING)

STATEMENT IS IN ENGLISH, DUTCH, FRENCH OR GERMAN

STATEMENT CONTAINS THE FOLLOWING:

- STATES THE ACCOUNT HOLDER
- STATES THE ACCOUNT NUMBER
- STATES THE BALANCE
- STATES THE CURRENCY TYPE (NO CRYPTO CURRENCY)
- STATES THE FUNDS ARE READILY AVAILABLE. SAVINGS OR CURRENT ACCOUNT ONLY (NOT ACCEPTED ARE INVESTMENTS, TIME DEPOSITS, TRUST FUNDS ETC.)
- DATE OF ISSUE (DAY, MONTH, YEAR)

STATEMENT NEEDS TO BE ISSUED BETWEEN 15 MAY 2023 AND 1 JUNE 2023

CHINESE 'CERTIFICATES OF DEPOSIT'S ARE NOT ACCEPTED

OFFICIAL STAMP OF THE BANK / SIGNATURE OF A BANK REPRESENTATIVE

STAMP

AND/OR

SIGNATURE

Bank transfers to Leiden University

When transferring funds to Leiden University, always state:

- ✓ The nature of the transfer
- ✓ Your seven digit student number
- ✓ Your first and family name

Examples:

- When paying the visa/residence permit fee:
Visa/residence permit fee, 000000, First name Family name
- When transferring living expenses:
Living Expenses, 000000, First name Family name

Bank account details:

Account holder:	Leiden University
Account number:	1606.32.285
Bank name:	Rabobank
Address:	Schipholweg 105, 2316 XC Leiden, Netherlands
Account holder:	Leiden University
BIC/SWIFT:	RABONL2U
IBAN:	NL95RABO0160632285

Be aware that you are liable for any bank charges incurred.