

## Step-by-step instruction with regard to enrolment via 'Studielink'

Dutch higher educational institutions have commented to us more than once that something goes awry during the enrolment process. This particularly relates to the completion of the residence and the place where the student has acquired his / her previous education.

When 'Studielink' is filled out incorrectly, the student in question passes through the wrong route on this website, so that no account is taken of the fact that the student originates from the Caribbean part of the Kingdom. As is well known, prospective 'Caribbean' students are allocated a special position and therefore it does well to pay proper attention to posting the information properly on Studielink. The following represents two phases in the process of registering in Studielink at which the most problems arise.

In Studielink you may choose between two options: 1. I live in the Netherlands (log in with DigiD) or, 2. **I do not live in the Netherlands** (log in via Studielink). Caribbean students from all islands (including the so-called BESS islands) must choose the **second category**.

Requesting a Studielink username and password goes as follows:

1. "Go to: [www.studielink.nl](http://www.studielink.nl) and select the link < Apply for username and password >.
2. Create a username and then type in your personal data (as as stated on your official identification document), address details and en contact details.
3. After having confirmed the data, you'll be sent a password at the email address that you've submitted.
4. Go to the login page of [www.studielink.nl](http://www.studielink.nl) and click on: <Log in via Studielink>.
5. Type in your username and the password received by email and then change your password into a password of your choice.
6. Once you see your personal welcome page, you know that you have logged in successfully."

Furthermore, Curaçao, Aruba and Sint Maarten may only be typed in as country of birth if the prospective student was born after 10-10-'10 (which will not be the case at this moment). Current prospective students from Aruba, Curaçao and Sint Maarten shall have to select '**Netherlands Antilles**' as **country of birth**.

With regard to typing in the previous education, it is essential that prospective students from all six islands type in that they **have obtained their diploma in the Netherlands** (this has to do with the diploma equivalence). Last year, adding the previous education in Studielink went awry on a regular basis. Many prospective students chose their country/island as the location where they acquired their previous education with as consequence that a foreign diploma was registered, while it concerned a matter of a Dutch diploma or its equivalent.

The following is the correct procedure from the Studielink FAQ:

"How must I add a HAVO/VWO diploma of **Aruba, Curaçao, St. Maarten or Caribbean Netherlands**?

As soon as you have logged in and have typed in your personal data, you subsequently add a previous education havo/vwo diploma from the Netherlands Antilles:

1. Click on: <Add previous education> under: <My To Do list> or de link <Add previous education> under: <My previous education>.
2. Indicate whether you have already obtained your diploma or whether you are still in the process of obtaining it.

3. Type in the (anticipated) diploma acquisition date.
4. Indicate that you have obtained or will soon obtain your diploma in **THE NETHERLANDS**.
5. Select your diploma and corresponding qualification level (profile).
6. Under 'Place educational institution', select CARIB NED/AR CUR STM
7. Under 'Name educational institution' choose from: 'Caribbean Netherlands, Aruba, Curaçao, St. Maarten educational institution'.
8. Type in the subjects for which you will be sitting or have sat exams. In doing so, bear in mind the subject set as prerequisites for your desired study program!
9. Verify the data.

Attention: Because prospective students of the islands/countries cannot use DigiD, the previous education/training must be checked by the college or university where they want to study. The prospective student will receive a message with information about the specific procedure maintained by the college or university for the purpose of having his / her previous education checked by said institutions. If the procedure is not listed, then please contact the college or university in question.