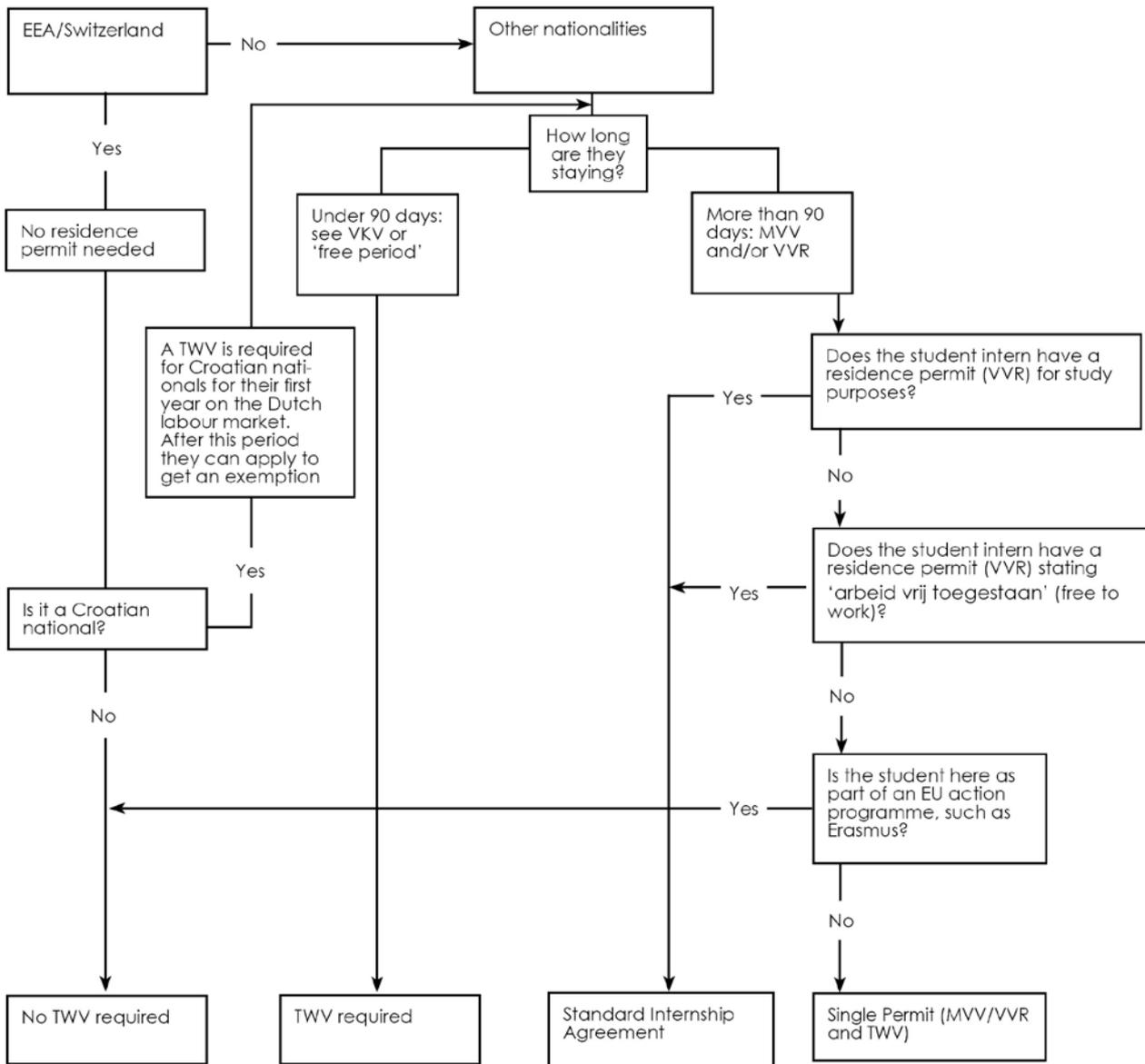


How do I hire an international student intern?

Employers wishing to hire international students interns can use the flowchart below to easily determine whether they need to apply for a work permit (TWV) and/or residence permit.



Work placement without TWV

Student interns must take out Dutch basic health insurance if you pay a gross work placement compensation amount of more than €150 per month (stipend and/or salary). In these cases, private student health insurance is not enough. Students may apply for care benefit, however.

Work placement with TWV

- You require a declaration from the education institution, stating that the work placement is a compulsory requirement of the study programme.
- A phased work-placement plan must be submitted.
- The student intern must have completed sufficient job-related training, and as a rule must generally be in the final year of their study programme.
- The student intern must have sufficient financial resources. These may consist of various sources or combinations thereof (scholarship and/or work placement compensation and/or savings), provided the total amount is equal to at least 50% of the minimum (youth) wage.
- To show there are sufficient financial resources, please attach a copy of a scholarship and/or copy of the bank account and/or the work placement compensation.
- If your student intern is staying in the Netherlands for less than six months and spends over 50% of his/her time on work placement activities, you may issue (part of) your work-placement compensation payments free of tax. Contact the Tax and Customs Administration for more information.
- The maximum permissible length of a work placement at senior secondary vocational level (MBO) is six months. The maximum permissible length of a work placement at higher professional level (HBO) is 12 months.
- You risk a €12,000 fine if you do not have a TWV for your student intern.
- Student interns must take out Dutch basic health insurance if you pay a gross work-placement compensation amount of more than €150 per month. In these cases, private student health insurance is not enough. Students may apply for care benefit, however.
- If your student is staying in the Netherlands for less than 90 days, you only need to apply for a TWV. To determine whether the student needs a 'short-stay visa' (VKV), please use [the overview of 'immigration procedures by nationality'](#). Students apply for short-stay visas themselves, via the Dutch representation in their own country. Those who do not require a short-stay visa may not stay in the Netherlands for more than 90 days. This is referred to as 'free-period residency'.
- If your student is staying in the Netherlands for more than 90 days, you must initiate a GVVA application procedure.

How do I apply for a TWV?

You can apply for a work permit at the [website werk.nl](https://www.werk.nl) of UWV. At step 2, select Stagiair (student intern). To complete the application, you require the following documentation:

- Application form, signed and dated;
- Copy of passport (pages containing personal details);
- Copy of your Chamber of Commerce Trade Register extract;
- In cases of proxy: authorisation from the employer;
- Certificates of previous education, or documentation proving that the student intern has completed sufficient basic job-related training in their country of origin;

- Copy of visa/residence permit or proof that the student has an appointment to apply for a visa;
- Copy of a work placement agreement signed by both the student intern and the employer, including a phased work-placement plan that names the student intern and the employer and which shows that the education institution has approved the submitted work-placement plan. [Click here for the Standard Internship Agreement on the Nuffic website](#);
- A declaration from the education institution confirming the student intern's enrolment during the work placement period, the student intern's current year of study, and stating that the work placement is a compulsory part of the study programme. If this is not presented, no TWV will be issued.

How do I apply for a 'learning on the job' Single Permit?

If your student intern requires an entry visa/residence permit and a work permit (TWV), you should apply for a '[Learning on the job' Single Permit](#) from the Immigration and Naturalisation Service (IND) and UWV. This permit combines residence and work permits into a single procedure. To apply for this permit, you require the documents listed above, as well as any attachments listed on the IND application form.

Key legislation and procedures

- [Foreign nationals \(Employment\) Act \(Wet arbeid vreemdelingen, Wav\) \(Sections 2 and 8 especially\)](#).
- [Wav implementation regulation 33. Ancillary work by students](#).
- [Information on the Single Permit procedure](#).
- If you need help to apply for care benefit, please contact the [Tax Information Line](#).

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About Nuffic

We are Nuffic: the Dutch organisation for internationalisation in education. From primary and secondary education to vocational and higher education and research. Our ambition is for every pupil and student to gain international experience.

With this in mind we encourage everyone to expand their limits. Nuffic. Meet the world.



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