

BLOCKED ACCOUNT INFORMATION LETTER

Dear Student,

CONTEXT

In general, Students from non-EU countries cannot use their own financial resources to prove that they have sufficient means of subsistence to cover their stay in Belgium. The standard procedure consists in presenting a scholarship award letter or a sponsorship document: annexe 32 form. For more information, you can visit the government website: <https://dofi.ibz.be/fr/themes/ressortissants-dun-pays-tiers/etudes/favoris/moyens-de-subsistance-suffisants> or contact your local Belgian consulate.

An alternative procedure consists in transferring funds into a 'blocked' account at the University at which they will study in Belgium, which the Immigration Office will accept as proof of sufficient means of subsistence.

The Université libre de Bruxelles (ULB) offers this service on an exceptional basis, and only for certain categories of students. For a single student, the amount to be deposited in the ULB's account is **€730 per month multiplied by the number of months of residency** (excluding exchange and transfer charges). **In addition to this amount, the University adds mandatory repatriation insurance and the 250€ administrative fee.**

*However, please note that this amount is insufficient to cover all monthly expenses.
You can visit: <https://www.numbeo.com/> to calculate the additional amount needed for your stay.*

PROCEDURE

In order to initiate the blocked account service, the International Office sends the student a Blocked Account Agreement to be completed, signed, and returned by e-mail to: blocked.account@ulb.be along with a scanned copy of their ULB admission letter, a copy of the main page of their passport and proof that the funds have been transferred to the ULB's bank account.

As soon as the University's Financial Administration Department (FAD) has confirmed receipt of the funds, the International Office will issue the student a Blocked Account Certificate for use when applying for their visa. The student will also receive a digital copy of the certificate, to be presented at the Belgian consulate.

Once the student has arrived in Belgium and opened a bank account in their name, the ULB will transfer €730 per month, in accordance to the Blocked Account Agreement, to their Belgian bank account. In order to facilitate the opening of a bank account before receipt of a Belgian residence permit, students should bring with them all official documents confirming their address in their home country.

In the event the student should cancel their registration at the ULB and/or terminate their studies, the funds in the blocked account will be returned - minus the insurance premium and administrative fee - either to the student's bank account in Belgium or to the foreign bank account from which the funds were initially sent (minus any exchange or transfer charges). The Belgian Immigration Office will then be notified that the blocked account has been cancelled, which will lead to the cancellation of the student's visa or residence permit.