

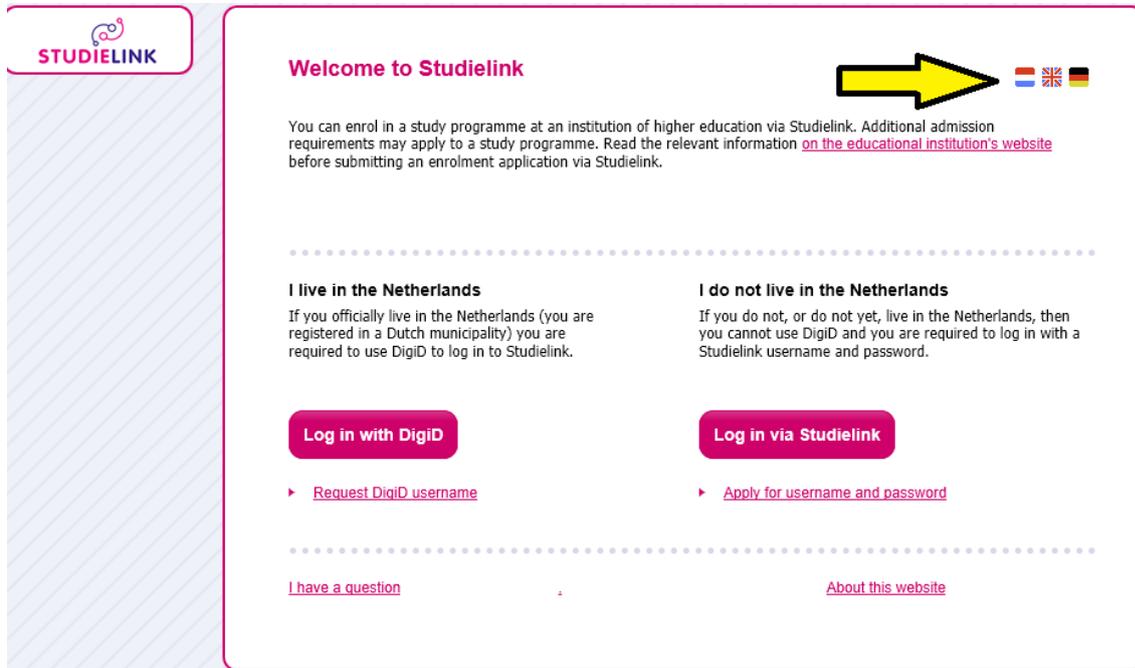
MANUAL

How to create a Studielink account using DigiD
(for prospective students with a Dutch address)

Step-by-step plan: Create Studielink Account with DigiD

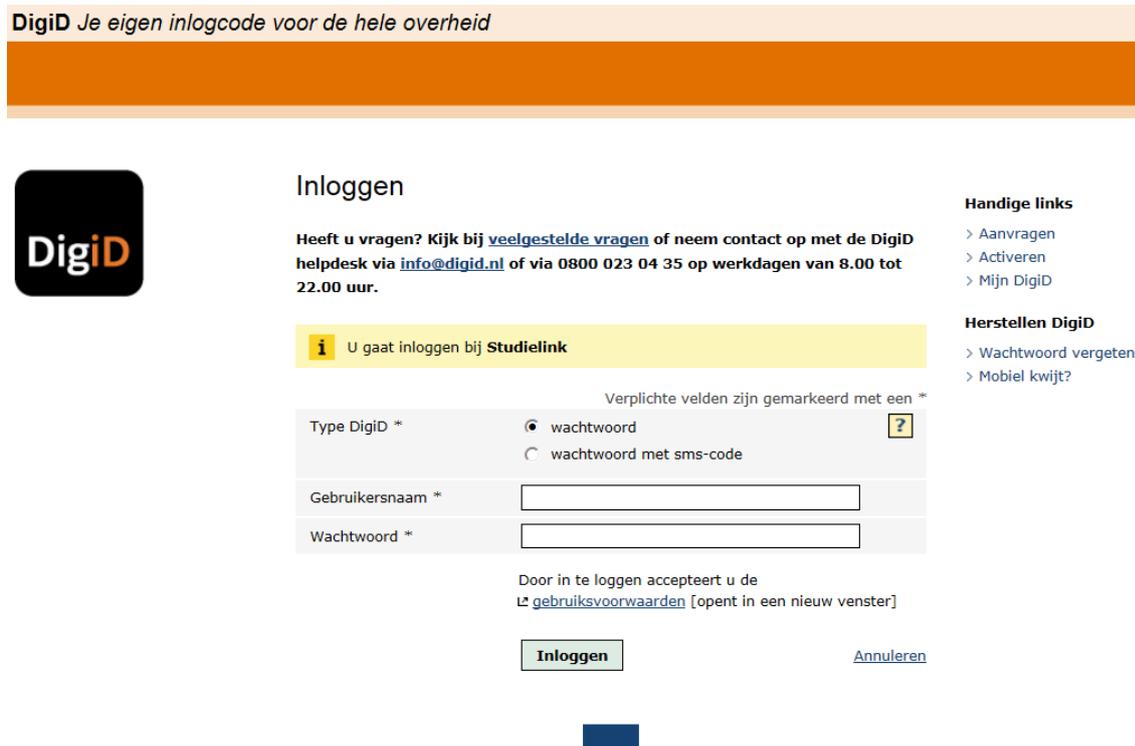
(Only for students with a Dutch home address and DigiD)

→ Step 1: Go to www.studielink.nl, choose your preferred language (Dutch, English or German) and click <Log in with DigiD>.



The screenshot shows the Studielink website interface. At the top left is the Studielink logo. The main heading is "Welcome to Studielink". To the right, there are three language flags (Dutch, English, German) with a yellow arrow pointing to them. Below the heading, there is a paragraph of text about enrolling in a study programme. The page is divided into two columns: "I live in the Netherlands" and "I do not live in the Netherlands". Each column has a "Log in" button and a link to request or apply for a DigiD username. At the bottom, there are links for "I have a question" and "About this website".

→ Step 2: Log in with your DigiD username (Gebruikersnaam) and password (Wachtwoord). The SMS code not necessary, so choose Type DigiD 'Wachtwoord'.



The screenshot shows the DigiD login page. At the top, there is a banner with the text "DigiD Je eigen inlogcode voor de hele overheid". Below this is the DigiD logo. The main heading is "Inloggen". To the right, there are "Handige links" (Aanvragen, Activeren, Mijn DigiD) and "Herstellen DigiD" (Wachtwoord vergeten?, Mobiel kwijt?). The login form has a yellow information box stating "U gaat inloggen bij Studielink". Below this, there is a section for "Type DigiD" with two options: "wachtwoord" (selected) and "wachtwoord met sms-code". There are also input fields for "Gebruikersnaam" and "Wachtwoord". At the bottom, there is an "Inloggen" button and a link to "Annuleren".

→ Step 3: In the next screen you can enter your preferred name, contact details and correspondence language.

Your other personal details like names, home address and date of birth are being retrieved from the GBA (Municipal personal records database). At the same moment your previous education will be retrieved from DUO (only Dutch previous education).

Create account

EN Je persoonsgegevens worden op dit moment aangevraagd bij het GBA. Vul hieronder de contactgegevens in die niet door het GBA aangeleverd kunnen worden.

* Preferred name:

Contact details

Mobile phone country code:

Mobile number:

Country code landline:

Home telephone number:

* E-mail address:

* Confirm e-mail address:

* Correspondence language:

I have read and approved the [general conditions](#)

When you have entered your contact details you can go to <**My Studielink**> page.

Create account

Your personal details have been saved. Go to your 'My Studielink' page and perform the actions in the To Do list to submit your first enrolment application.

→ Step 4: On **<My Studielink>** page you will find three green buttons.

- **<Check personal details>** check if the personal details that have been retrieved from the GBA are correct. Is something not correct? Please contact the GBA at the city council where you live.

Please note: if you see the button **<Add personal details>**, it means that Studielink was not able to retrieve your personal data from the GBA and you have to enter them yourself.

- **<Check previous education>** check if the previous education that has been retrieved from DUO is correct. Is something not correct? Contact the institution where you obtained the diploma. If a previous education is missing you can add it yourself (see step 5).

Please note: foreign diploma's always have to be added by the student themselves. For instructions, see step 5.

- **<Enrolment application>** here you can add an enrolment application for the programme that you wish to follow (see step 6).

The screenshot shows the 'My Studielink' dashboard. At the top left is the title 'My Studielink' and at the top right is a 'Log out' link. The main content area consists of several horizontal panels. The first panel is 'My To Do list' with '(3 actions)' on the right. It contains three green buttons: 'Check personal details', 'Check previous education', and 'Enrolment application'. The second panel is 'My messages' with '(0 unread)'. The third panel is 'My study programmes' with a link 'Add new enrolment'. The fourth panel is 'My previous education' with a link 'Add previous education'. The fifth panel is 'My details'.

→ Step 5: If a relevant previous education was not automatically retrieved from DUO you can add this yourself via the button **<Add previous education>**.

Add previous education

Add at least one previous education programme based on which you can be admitted to the study programmes you applied for. This includes previous education programmes in which you are currently enrolled.

Previous education information

* Diploma received Yes
 Not yet

* (expected) Diploma date:

* Country:

* Select diploma:

* Enter the name of the study programme:

Add previous education

Your previous education details have been saved. If applicable, you can add further previous education via the 'My Studielink' page.

You can add further previous education if necessary or return to <My Studielink> when you are done.

→ Step 6: Now you can add an enrolment application by clicking the **<Enrolment application>** button in your My To Do list.

My To Do list (1 action)

Enrolment application

Enrolment application

Enter the name of the study programme you wish to follow. You can enter a maximum of 4 enrolment applications per academic year via Studielink.

Select study programme
Enter the name of the study programme you wish to follow.

* Academic year Academic year 01-09-2011 / 31-08-2012
 Academic year 01-09-2012 / 31-08-2013

* Institution of higher education University of Applied Sciences
 University

* Type of study programme Bachelor's or other non master programmes
 Master's or other follow-up study programme

* Educational institution:

* Study programme name (institution):

Study programme name (national): M Economics and Business

* Location of educational institution:

* Study programme format:

Select again **Confirm study programme**

Please note: it is determined by the institution of higher education per programme whether or not you have a choice (Yes or No) at 'Starts in the first year'.

You can enter a maximum of 4 enrolment applications per academic year, of which only one with a draw procedure.

Starting date
Enter the starting date of your study programme here.

* Starting date:

* Study starts from month:

* Enrolment format:

* Starts in the first year
 Yes
 No (authorisation required)

In some cases it is possible you don't have a choice at 'Starting date' and/or 'Enrolment format'. This means that the programme of your choice can only be followed with the already entered characteristics. This is determined by the institution of higher education.

Study programme-specific questions
The educational institution requires the following information about the study programme chosen.

* Will this be your primary study?
 Yes
 No
You need to select one (and only one) programme as your primary study. If you have previously chosen a different programme as your primary study, choosing yes here will change your primary programme choice. All previous choices will be overridden.

* Will you have obtained a bachelor's degree in the Netherlands before the start of the selected programme in September?
 Yes
 No

I confirm that I wish to enrol in this study programme

Some institutions will ask you some programme-specific questions. For more information about these questions you have to contact the institution.

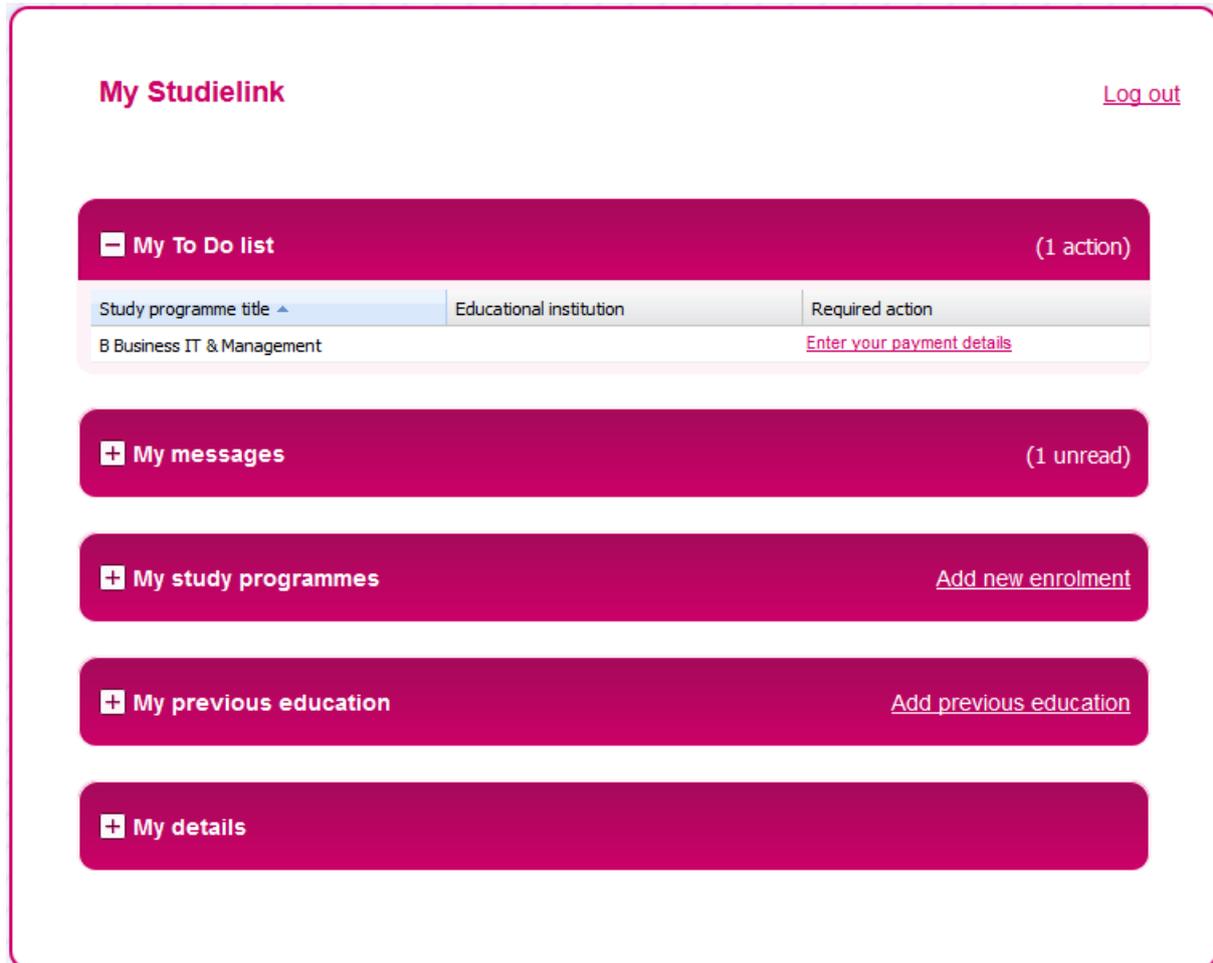
Enrolment application

Your enrolment application has been submitted.

When you have submitted the enrolment application, return to **<My Studielink>** page.

→ Step 7: Depending on which institution you applied for, you could see the action **<Enter your payment details>** in your To Do List. If this action does not appear, it means you don't have to enter your payment details via Studielink OR it is not yet possible to enter them (the institution determines from which date you can enter payment details).

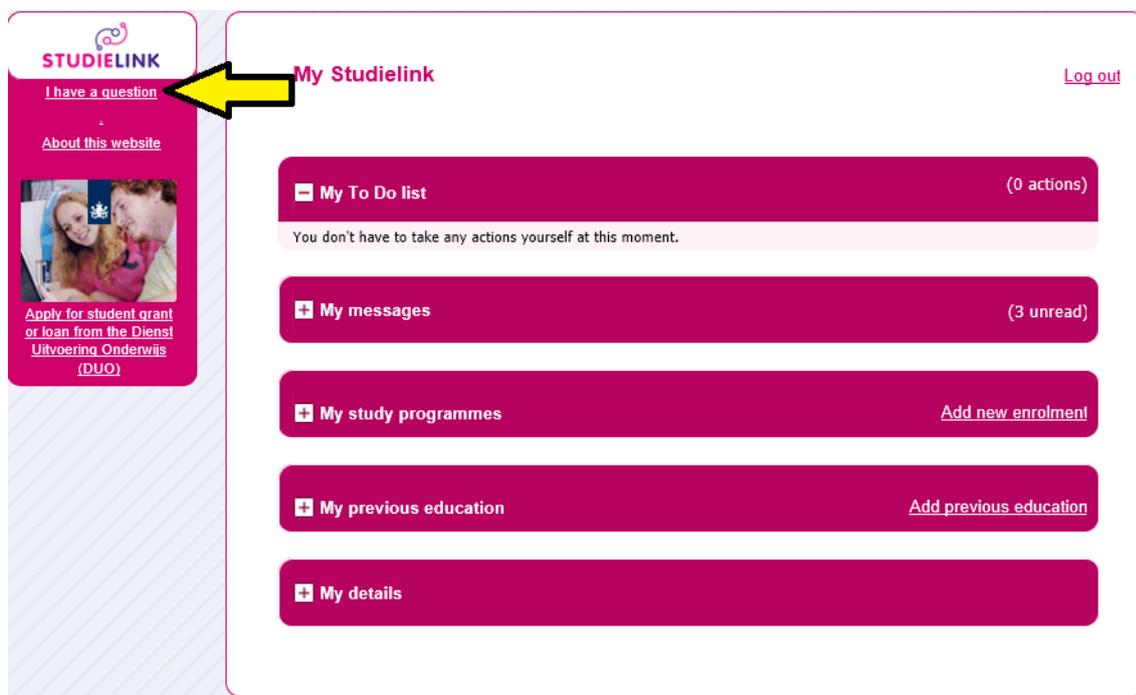
Therefore you should regularly log in to your Studielink account to check your messages and My To Do list.



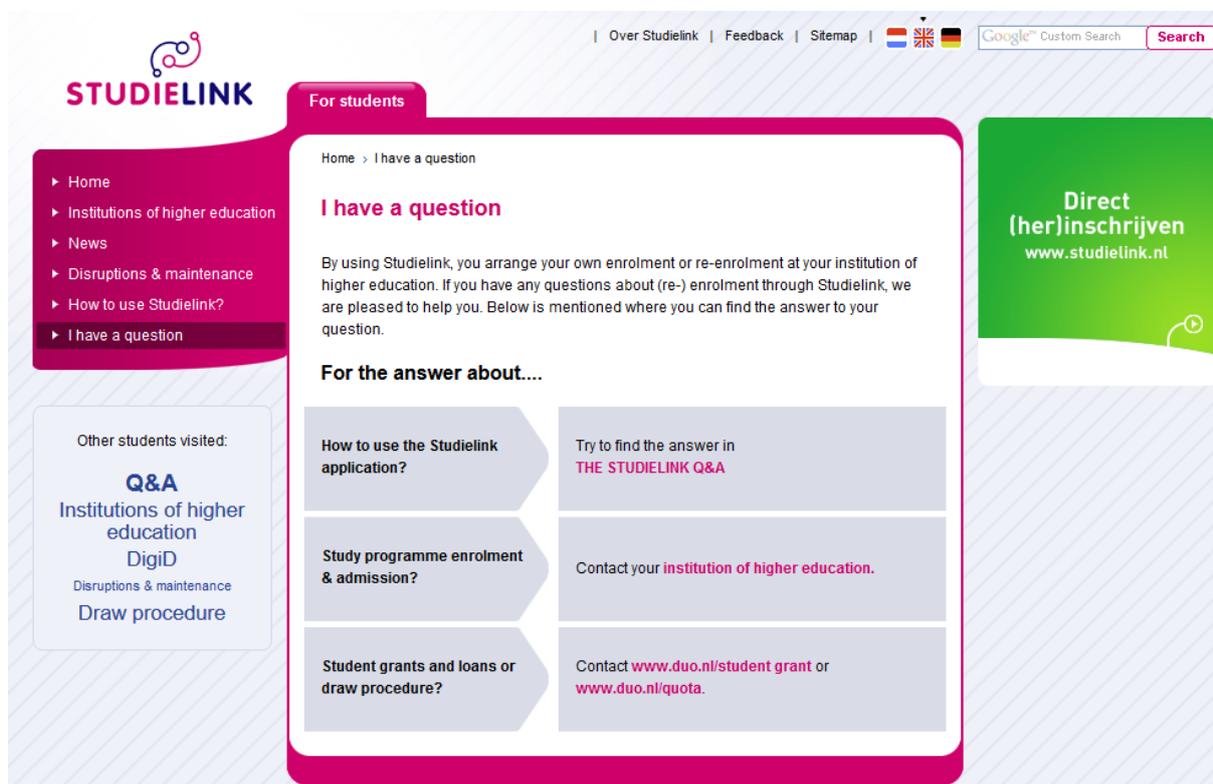
The screenshot shows the 'My Studielink' dashboard. At the top left is the title 'My Studielink' and at the top right is a 'Log out' link. Below this are five main navigation buttons: 'My To Do list' (with '(1 action)' next to it), 'My messages' (with '(1 unread)' next to it), 'My study programmes' (with 'Add new enrolment' next to it), 'My previous education' (with 'Add previous education' next to it), and 'My details'. The 'My To Do list' button is expanded to show a table with the following content:

Study programme title ▲	Educational institution	Required action
B Business IT & Management		Enter your payment details

On the right side of the website you can find a banner with additional information about Studielink.



You can also click <I have a question>.



You will be directed to info.studielink.nl. Here you can click the 'Studielink Q&A'.

The screenshot shows the Studielink website interface. At the top left is the Studielink logo. The top navigation bar includes links for 'Over Studielink', 'Feedback', 'Sitemap', and language selection (Dutch, English, German). A search bar with 'Google Custom Search' and a 'Search' button is on the top right. A pink 'For students' tab is active. The main content area is titled 'Studielink Q&A' and contains text explaining that frequently asked questions are found in the digital Q&A, with a note that additional questions lead to DigiD, DUO, or the institution. Below this is a section 'First choose your institution' with instructions for students with multiple applications or those who haven't applied yet. A dropdown menu labeled 'Institutions of higher education' and a 'Go to Q&A' button are provided. On the left, a sidebar menu lists 'Home', 'Institutions of higher education', 'News', 'Disruptions & maintenance', 'How to use Studielink?', and 'I have a question'. Below the menu is a box 'Other students visited:' with links for 'Q&A', 'Institutions of higher education', 'DigiD', 'Disruptions & maintenance', and 'Draw procedure'. On the right, there are three promotional banners: 'Direct (her)inschrijven' with the website URL, 'Together abroad', and 'STUDIE KEUZE 123'.

In the Studielink Q&A you can find the answers to your questions about the application process through www.studielink.nl per institution (answers may vary per institution).