

Osiris Student

Osiris Immigration manual
Example Case and How To

Team Immigration (EUR)

Erasmus University Rotterdam



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Starting Page Osiris Student

This is the opening page of Osiris cases. You can select the case to open it.

Calendar >

When you log into Osiris Student, you will see the section "Cases". In this overview you can see all your recent uncompleted cases.

Note: If the case does not open, you need to allow pop-ups for this website in your browser settings or in the browser bar.

Cases >

Request a Dutch residence permit - 2025-2026
testopleiding IO
Case number: 6160620
Started on: 05-03-2025
My Immigration case: MVV and residence permit
Deadline: 10-07-2025

Status application >

2024-2025
Erasmus

Go To
STAY ABROAD UPLOAD PHOTO

Starting Page Osiris Student

Open your case from the Osiris Case starting page when you see a triangle sign.

The screenshot shows the Osiris Student starting page. The top navigation bar includes the Erasmus logo, the text "Last login: 5 March 2025", and a user profile icon. The main content area is divided into three sections: "Calendar", "Cases", and "Go To".

In the "Cases" section, there is a card for "Request a Dutch residence permit - 2025-2026" with the following details: "testopleiding IO", "Case number: 6160620", and "Started on: 05-03-2025". Below this card, a red box highlights a pending action: "Student visits the embassy and collected MVV sticker" with a yellow warning triangle icon and a clock icon indicating a "Deadline: 16-04-2025". A red arrow points from a text box on the left to this pending action.

The "Go To" section contains two buttons: "STAY ABROAD" and "UPLOAD PHOTO".

The "Status application" section shows the academic year "2024-2025" and a green checkmark icon next to the name "Erasmus".

A text box on the left contains the following note: "Note: The next pending action is now visible. Each pending action has a corresponding deadline for you."

Submitting Your Immigration Case

This is the introduction page of your immigration case. Select your form at the bottom.

The screenshot shows a mobile application interface for 'Cases' with the title 'Request a Dutch residence permit - 2025-2026'. The navigation bar includes 'MY IMMIGRATION CASE: MVV AND RESIDENCE PERMIT', 'OVERVIEW', and 'DOCUMENTS & FORMS'. A 'SUBMIT' button is visible in the top right. The main content area contains an 'Explanation' section with a greeting, a welcome message, and instructions on how to proceed with the application. A 'Deadline' box shows '10-07-2025'. At the bottom, a 'Documents & Forms' section lists 'Form for MVV + residence permit *'. Annotations include a red arrow pointing to the 'DOCUMENTS & FORMS' tab, a red arrow pointing to the 'Form for MVV + residence permit *' item, and a green circle around the 'Deadline' box.

1. After opening the case, you arrive at the introduction page of your case. You can read our instructions first.

2. Click on the application form below to open your case form, circled red. It will be opened in the same screen (see next page).

Note: Ignore the 'Documents & Forms' tab, this shows all documents and forms, including ones that are not applicable to your immigration case

Note: It is important to submit your documents and transfer the invoice amount before the given deadline, circled green. If you are too late to submit your documents, your immigration case will be closed, and this affects your enrollment.

Handwritten signature

Submitting Your Immigration Case

This is your immigration case where you upload your documents.

☰ X Form for MVV + residence permit SAVE TEMPORARILY Last login: 5 March 2025 ? NL I

MVV and Residence Permit Application

1 Application Form

Start of Your MVV (entry visa) and Dutch Residence Permit Application

Choose Your MVV Location

You need an MVV (visa) and a Dutch residence permit to study in the Netherlands. It is therefore essential to carefully fill in this form.

Use the green link below to find out at which Dutch embassy/consulate you should pick up your long-stay entry visa (MVV). You should enter your home country to see the available locations.

If there is no embassy in the country where you live, you need to choose a Dutch embassy in a neighbouring country or your current country of permanent residence.

[Click here for the MVV locations website](#)

Fill in your MVV location below:

City*

Country*

If you wrote down your current country of residence instead of your home country, attach your valid visa/permit for this country to your passport upload. Do not fill in random locations!

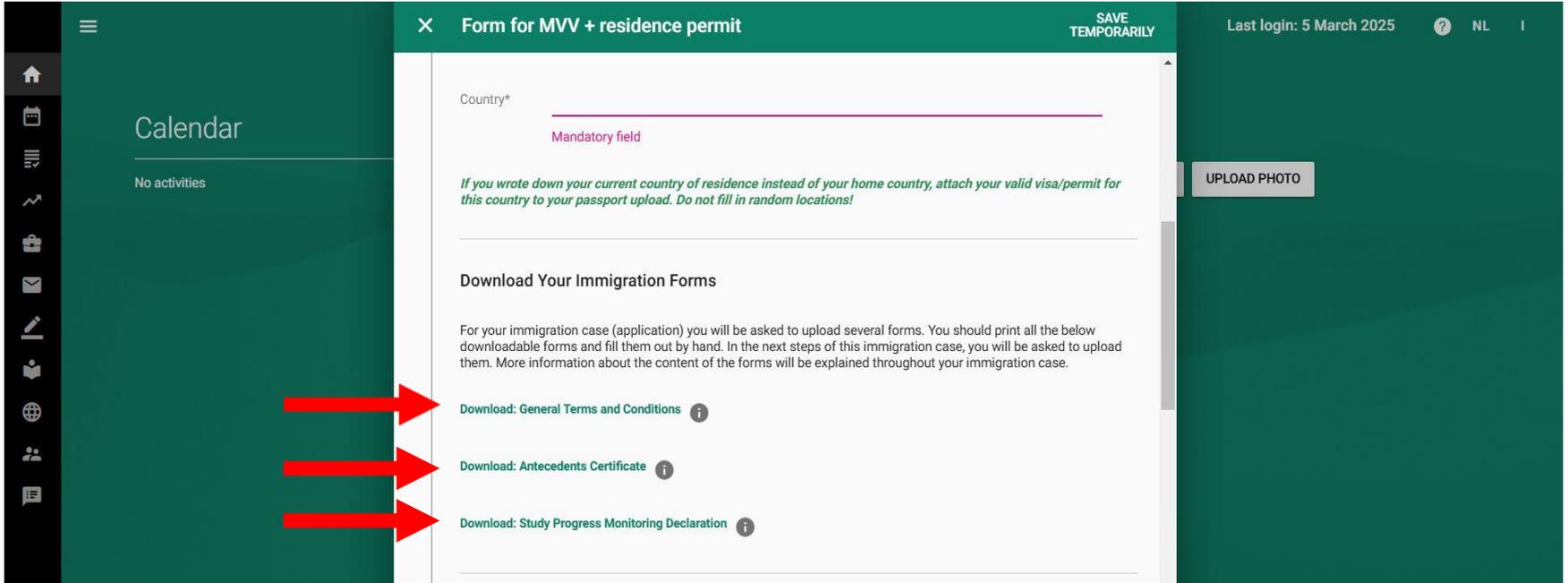
UPLOAD PHOTO

This is what we refer to as your "Immigration Case". You can always save your progress temporarily.

Read the instructions and follow the links carefully to avoid making mistakes and delaying your application.

Submitting Your Immigration Case

On the first page of your immigration case, you can download all required forms.



The screenshot shows a web interface for an immigration case. The main content area is titled "Form for MVV + residence permit" and includes a "Country*" field with a "Mandatory field" label. Below this is a note: "If you wrote down your current country of residence instead of your home country, attach your valid visa/permit for this country to your passport upload. Do not fill in random locations!".

The "Download Your Immigration Forms" section contains the following links:

- [Download: General Terms and Conditions](#) ⓘ
- [Download: Antecedents Certificate](#) ⓘ
- [Download: Study Progress Monitoring Declaration](#) ⓘ

Three red arrows point to these download links. On the right side of the interface, there is an "UPLOAD PHOTO" button. The top right corner shows "Last login: 5 March 2025" and "NL".

Submitting Your Immigration Case

Once you filled out all information on one page, please select 'Next' to continue to the next page of your case. In case you need to revise something on the previous page, select 'Previous' to navigate the form.

The screenshot shows a web application interface for submitting an immigration case. The main content area is titled "Form for MVV + residence permit" and "Antecedents Certificate". It includes instructions and a list of requirements for the certificate. At the bottom, there are two buttons: "PREVIOUS" and "NEXT", which are highlighted with a red box. The interface also features a sidebar with navigation icons, a calendar view, and a top navigation bar with a "SAVE TEMPORARILY" button and a user profile section.

Calendar
No activities

Form for MVV + residence permit
SAVE TEMPORARILY
Last login: 5 March 2025 ? NL I

3 Antecedents Certificate

Antecedents Certificate

On this form you fill in whether you have ever committed a crime or a criminal offence. These are crimes committed in or outside the Netherlands. You must answer the questions with Yes or No. Your answers may have consequences for your application in the case of antecedents.

Pay attention to the following:

- Make sure to tick the correct box and agree with the applicable listed criteria.
- Fill in your full name as written in your passport at 2.2. If your name is spelled in your own language and English, make sure to only use your English name
- Fill in your date of birth at 2.3. You can leave the field for the V-number empty. For the date use the following format: DD-MM-YYYY.
- Fill in your current place of stay at 2.4. Fill in the date of signing and use the format DD-MM-YYYY.
- Print the form. At 2.5 sign your signature; it has to be identical to the one in your passport!

No digital (tablet pen) signatures are accepted. If it is NOT signed with a physical pen on paper, the form will be rejected and you need to redo it again.

- Scan the form and upload it in a clear .PDF file.
- Your forms cannot be older than 3 months.

Upload here your filled and signed Antecedents Certificate*

BROWSE...

.PDF, Maximum 10MB

Mandatory field

* Mandatory field

PREVIOUS **NEXT**

UPLOAD PHOTO

Submitting Your Immigration Case

Select 'Browse' to upload your documents in PDF format.

Form for MVV + residence permit SAVE TEMPORARILY

4 Study Progress Monitoring

Study Progress Monitoring For Study Residence Permit Validity

To maintain your Dutch study residence permit, you must earn at least 50% of your required ECTS each academic year. The Erasmus University Rotterdam (EUR) is required to track your study progress and report to the IND if you fail to meet this requirement—unless you have reported valid exceptional personal circumstances. If you don't meet the 50% ECTS rule, your study residence permit may be revoked.

First Year Bachelor Students:
EUR applies a Binding Study Advice (BSA) system for all bachelor programs. The BSA requirement takes priority over the 50% ECTS rule, so make sure you understand what this means for you!

Important Information for Pre-Master Students:
If you are enrolled in a pre-master (preparatory year) program, you must earn all ECTS from your pre-master courses and gain admission to your master's program. Failing to meet these requirements may affect your study residence permit. Make sure to stay on track with your studies.

[Click here for extra practical information about SPM from EUR website](#)

Exchange Students Exempted
The study progress monitoring requirement **does not apply to exchange students** who stay in the Netherlands for a short period (one year or less). If this applies to you, you are exempt and can simply upload an empty form.

Upload here your signed Study Progress Monitoring Declaration*

BROWSE...
PDF, Maximum 10MB

Mandatory field

* Mandatory field

PREVIOUS NEXT

Calendar
No activities

UPLOAD PHOTO

Last login: 5 March 2025 ? NL I

Submitting Your Immigration Case

Once you have submitted all your documents, click 'Save' to save your case at the last page.

The screenshot displays a web application interface for submitting an immigration case. The main content area is titled "Form for MVV + residence permit" and is currently on step 6, "End of Your Case". The page header includes a "SAVE TEMPORARILY" button. The main text instructs the user to agree to the requirements and save the case. It lists four compliance requirements: reading and understanding forms, truthful filing, correct matching of personal information, and printing/signing with a physical pen. A declaration section asks if the user complies with these requirements, with the "Yes" radio button selected. Below this, a section titled "How to Submit Your Immigration Case" provides three steps: clicking "SAVE", returning to the start page, and clicking "SUBMIT". An important note states that the case is only reviewed after the "SUBMIT" button is clicked. The page concludes with a thank you message and a signature from Team Immigration (EUR). At the bottom, there are two buttons: "PREVIOUS" and "SAVE", with the "SAVE" button highlighted by a red rectangular box. A vertical sidebar on the left contains navigation icons, and a top sidebar on the right has an "UPLOAD PHOTO" button. The top right corner shows the user's last login date as 5 March 2025.

Submitting Your Immigration Case

After saving your case, click on 'SUBMIT' to send it for our review.

The screenshot displays a web application interface for managing immigration cases. On the left is a dark green sidebar with a menu icon and various navigation icons. The main content area is titled 'Cases' and shows a specific case: 'Request a Dutch residence permit - 2025-2026'. Below the title are two tabs: 'OVERVIEW' and 'DOCUMENTS & FORMS'. The 'DOCUMENTS & FORMS' tab is active, and a red arrow points to a green 'SUBMIT' button. The main content area contains an 'Explanation' section with a greeting 'Dear student,' and a welcome message. It also includes instructions on how to start the immigration case, a note about saving the form, and a deadline of 10-07-2025. At the bottom, there is a 'Documents & Forms' section with a list item 'Form for MVV + residence permit *'.

Note: Ignore the 'Documents & Forms' tab, this shows all documents and forms, including ones that are not applicable to your immigration case

Always click on **SUBMIT** after saving the completed form. Without doing this step, we will **NOT** see your documents for review.

Submitting Your Immigration Case

Click on 'Overview' to view the progress of your case.

The screenshot displays a user interface for managing immigration cases. On the left is a dark green sidebar with a menu icon and various navigation icons. The main content area is titled 'Cases' and shows a specific case: 'Request a Dutch residence permit - 2025-2026'. Below this, there is a tabbed interface with three tabs: 'MY IMMIGRATION CASE: MVV AND RESIDENCE PERMIT', 'OVERVIEW' (highlighted with a red box), and 'DOCUMENTS & FORMS' (indicated by a red arrow). The 'OVERVIEW' tab shows a progress table with columns for 'Progress' and 'Completed'. The table lists several steps, each with a status indicator (green square) and a date (05-03-2025). A 'Current activity/activities' section at the bottom shows 'My Immigration case: MVV and residence permit' with the actor 'Student'. On the right side of the interface, there is a dark green box containing a note: 'Note: Ignore the 'Documents & Forms' tab, this shows all documents and forms, including ones that are not applicable to your immigration case'. The top right corner of the interface shows 'Last login: 5 March 2025' and 'NL'.

Progress	Completed
Faculty has submitted the request	05-03-2025
Team Immigration reviewed your nationality	05-03-2025
Student needs to submit the application	05-03-2025
Submitted application is waiting for review by Team Immigration	
Team Immigration forwarded application to the IND	
Student waits for pick up letter from Team Immigration	
Student can pick up a residence permit	

Current activity/activities

Current activity/activities	Actor
My Immigration case: MVV and residence permit	Student

Adjusting Your Documents

Open your case in Osiris Cases when there is a red triangle. The triangle indicates pending actions that you need to complete.

The screenshot shows the Erasmus Osiris Cases interface. At the top, the Erasmus logo is on the left, and 'Last login: 5 March 2025' with a help icon and 'NL' are on the right. A sidebar on the left contains navigation icons for home, calendar, cases, reports, charts, documents, mail, edit, help, globe, and users. The main content area has two tabs: 'Calendar' and 'Cases'. A callout box with a red border and a red arrow pointing to a warning icon (a triangle with an exclamation mark) contains the text: **Note:** The triangle with an exclamation mark in it indicates that you still have to submit your case or adjust something in your form. Below the 'Cases' tab, there is a card for 'Request a Dutch residence permit - 2025-2026' for user 'testopleiding IO' with case number '6160620' and start date '05-03-2025'. Below this is another card for 'My Immigration case: MVV and residence permit' with a red clock icon and a yellow 'Deadline: 10-07-2025' label. Below the 'Cases' section is a 'Status application' section for '2024-2025' with a green checkmark icon and the name 'Erasmus'. At the bottom, there is a 'Go To' section with two buttons: 'STAY ABROAD' and 'UPLOAD PHOTO'.

Adjusting Your Documents

You find our 'Remark' under the introduction page of your immigration case. Adjust your documents based on these remarks.

The screenshot shows a web interface for an immigration case titled "MY IMMIGRATION CASE: MVV AND RESIDENCE PERMIT". The interface has a dark green sidebar on the left with a "Calendar" section and a main content area on the right. The main content area has three tabs: "OVERVIEW", "DOCUMENTS & FORMS", and "SUBMIT". The "DOCUMENTS & FORMS" tab is selected, and a red arrow points to it from a note on the right. The main content area displays an "Explanation" section with the following text:

Explanation
Dear student,
Welcome to your personal immigration case.
This immigration case contains all the necessary documents that you need in order to apply for a Dutch residence permit. It will also ask you to upload some documents (e.g. passport scan). Don't worry, you can download all the forms you need in your case.
To start your immigration case, click on **Form for MVV + residence permit below**. You can save the form at all times; you don't need to complete it at once. When completed, please **SAVE FIRST** and then click **SUBMIT**.
** Please note: do not fill in any of the other forms in the OVERVIEW section, as those are not for you **
Kind regards,
Team Immigration

Below the explanation is a "Deadline" section with a clock icon and the date "10-07-2025".

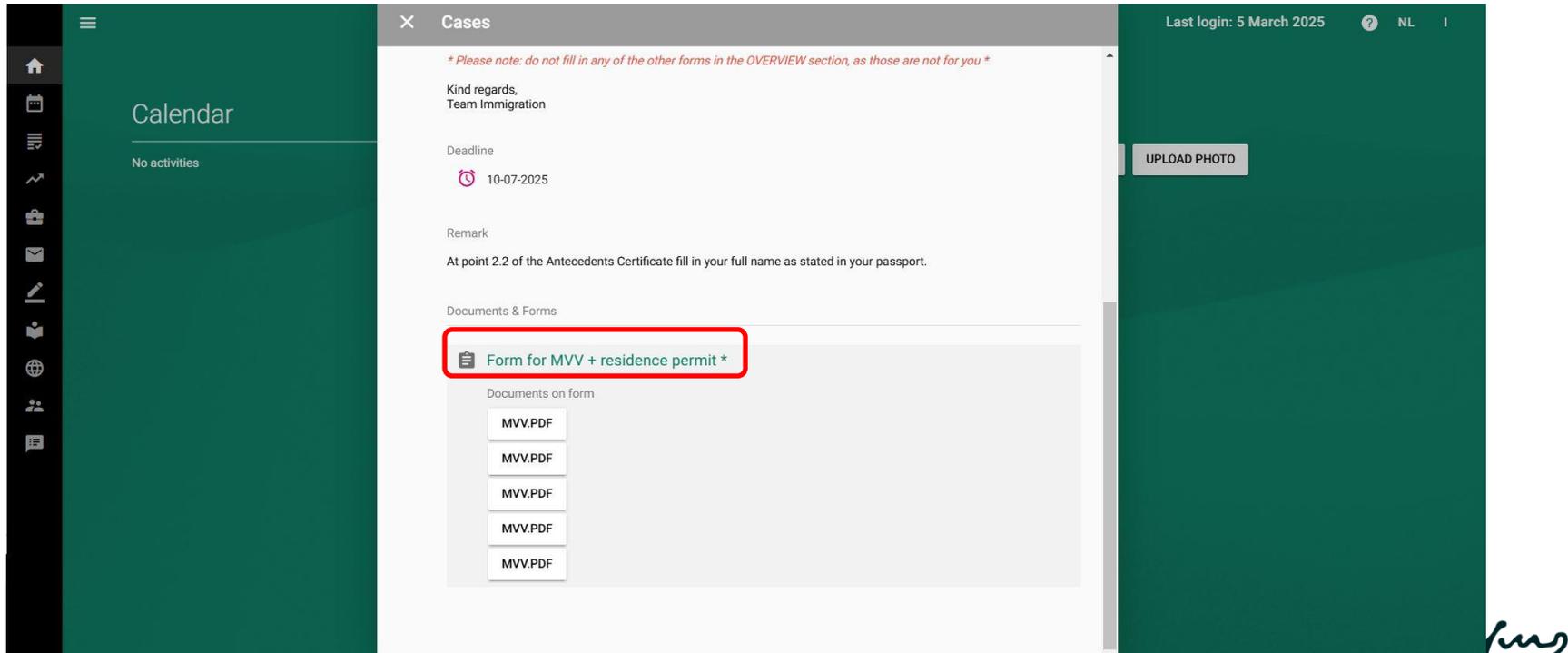
The "Remark" section is highlighted with a red box and contains the text: "At point 2.2 of the Antecedents Certificate fill in your full name as stated in your passport."

At the bottom of the page, there is a "Documents & Forms" section with a list of documents, including "Form for MVV + residence permit *".

Note: Ignore the 'Documents & Forms' tab, this shows all documents and forms, including ones that are not applicable to your immigration case

Adjusting Your Documents

Click on your application form under the 'Remark' to open your case again and adjust your documents.



Adjusting Your Documents

Click on the bin icon to delete a document and browse to upload a new one.

The screenshot shows a web interface for a 'Form for MVV + residence permit'. On the left, a sidebar contains a 'Calendar' section with a note: 'Note: Some forms allow multiple file uploads, so make sure you only submit the documents that are complete and relevant.' The main content area includes instructions to download a template and click for more information. It then prompts the user to upload a transfer receipt (proof of payment) in PDF format, with a maximum size of 10MB. A 'BROWSE...' button and a file named 'MVV.PDF' are shown. The 'BROWSE...' button and the 'MVV.PDF' file name are highlighted with red boxes. A bin icon next to the file name is also highlighted with a red box. Below this, there is a section for additional documents, also with a 'BROWSE...' button. At the bottom, there are 'PREVIOUS' and 'NEXT' buttons. The top right of the page shows 'Last login: 5 March 2025' and 'SAVE TEMPORARILY'.

Handwritten signature

Adjusting Your Documents

Once you uploaded your adjusted file, you can see the new file name.

Form for MVV + residence permit SAVE TEMPORARILY

Last login: 5 March 2025 ? NL I

Calendar
No activities

Download our Scholarship Certificate template here

[Click here for more information about financial means and immigration costs](#)

Please upload your transfer receipt * (in PDF format) below.
**The transfer receipt (proof of payment) can be from an online payment system or your own bank and need to contain the above mentioned details.*

Upload here your Transfer Receipt (proof of payment)*

BROWSE...

.PDF, Maximum 10MB

ADJUSTED DOCUMENT MVV.PDF

Upload here any Additional Documents (e.g. scholarship letter)

BROWSE...

.PDF, Maximum 10MB

* Mandatory field

PREVIOUS **NEXT**

UPLOAD PHOTO

Adjusting Your Documents

Save your case at the last page.

Form for MVV + residence permit SAVE TEMPORARILY

6 End of Your Case

Last Step: Agree to the Requirements, Save and Submit Your Immigration Case (application)!

Before you submit your case (application), you must be aware that we only review cases that comply by our requirements.

Have you complied with the following?:

1. I have read and understood the content of each declaration form.
2. I have filled out each form truthfully.
3. I have filled out each form correctly matching the personal information of my identification document (including signature).
4. I have printed all forms and signed them with a physical pen (not a digital or tablet pen).

I declare, I complied with the above-mentioned requirements:*

Yes No

How to Submit Your Immigration Case

1. To submit your immigration case click **SAVE** first.
2. You will return to the start page of your immigration case, where you can find the **SUBMIT** button in the right corner.
3. Click **SUBMIT**. After you submitted your immigration case, you automatically receive an email that we have received your documents.

Important:
Team Immigration (EUR) will only be able to review your case after you manually clicked on the **SUBMIT** button. Saving your immigration case means that the action is still on your side, and Team Immigration (EUR) will NOT be able to review anything or continue with your immigration process.

Thank you for uploading all your documents!

Kind regards,
Team Immigration (EUR)

* Mandatory field

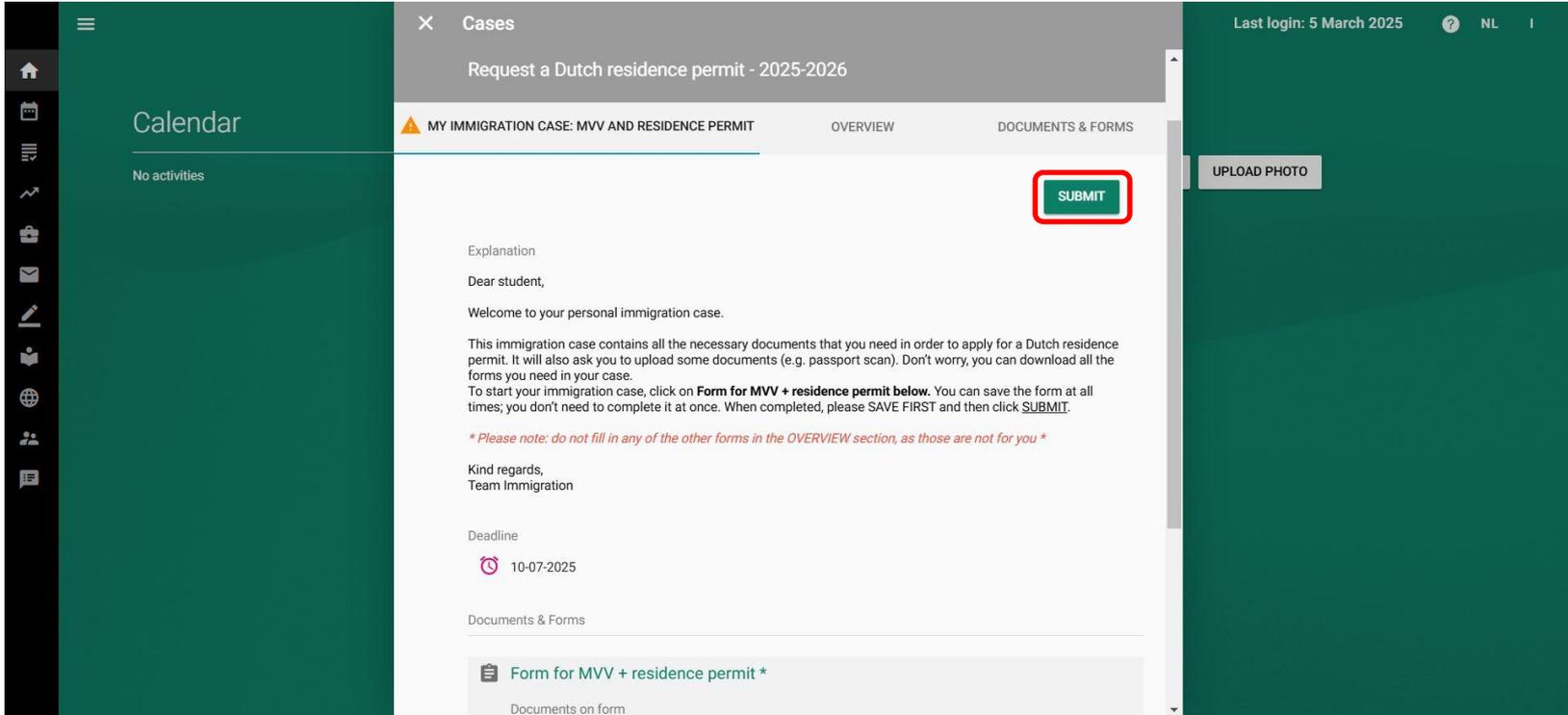
Calendar
No activities

UPLOAD PHOTO

Last login: 5 March 2025 NL I

Adjusting Your Documents

After saving your case, click on 'SUBMIT' to send your application for review again.



Adjusting Your Documents

After re-submitting your case, the completed milestones are updated.

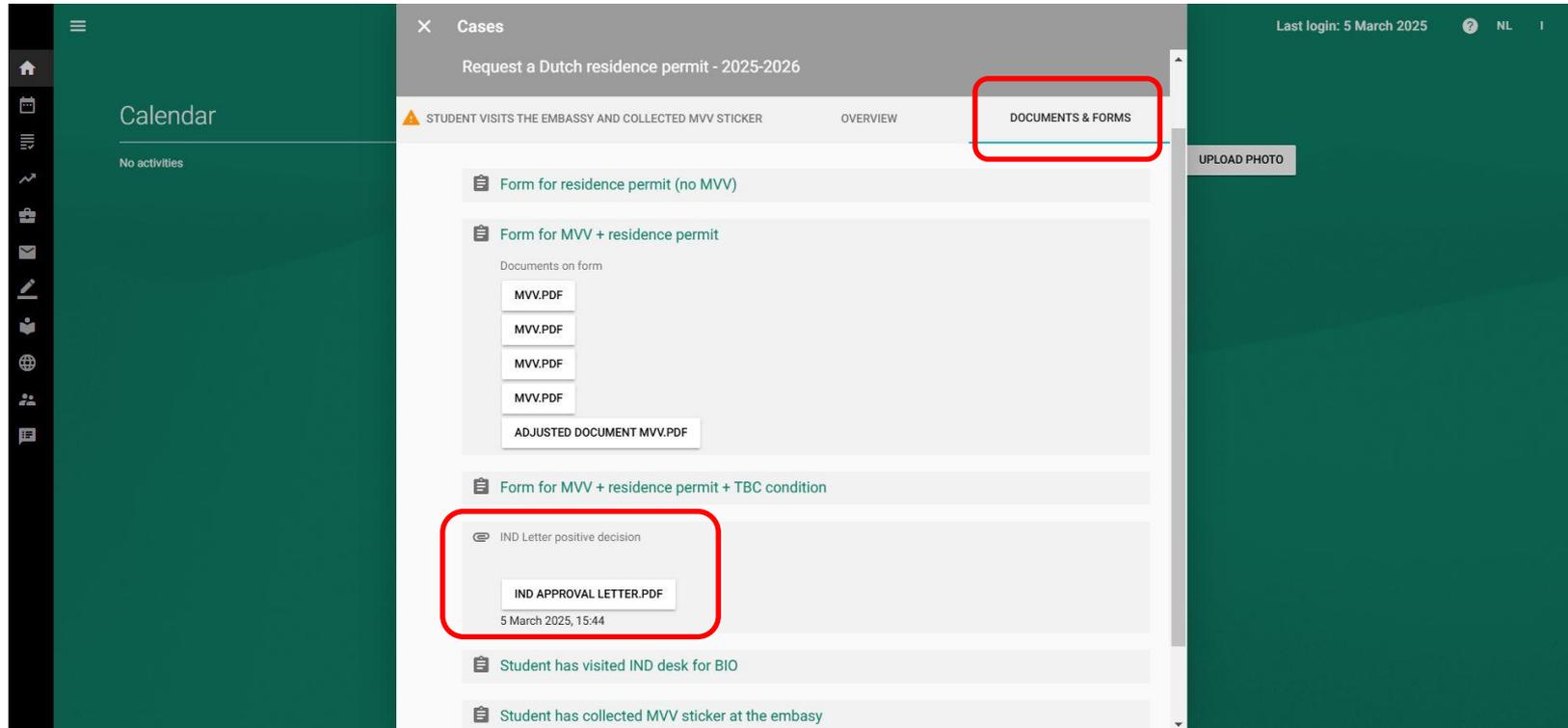
The screenshot displays a user interface for managing a case. On the left, a dark green sidebar contains navigation icons. The main content area is divided into two sections: 'Calendar' and 'Cases'. The 'Cases' section is active, showing a table of milestones for the case 'Request a Dutch residence permit - 2025-2026'. The table has two columns: 'Progress' and 'Completed'. The milestones are listed as follows:

Progress	Completed
Faculty has submitted the request	05-03-2025
Team Immigration reviewed your nationality	05-03-2025
Student needs to submit the application	05-03-2025
Submitted application is waiting for review by Team Immigration	05-03-2025
Student needs to re-submit the application	05-03-2025
Team Immigration forwarded application to the IND	
Students waits for pick up letter from Team Immigration	
Student can pick up a residence permit	

Below the table, the 'Type of case' is listed as 'Immigration and permits'. On the right side of the interface, there is a button labeled 'UPLOAD PHOTO'.

Downloading the IND Approval Letter

Click on 'Documents & Forms' and download your official approval letter under 'IND Letter positive decision'.



Contact

Is there a technical issue or you have further questions about Osiris Case?
Please contact us at immigration@eur.nl.