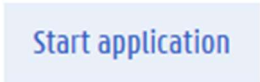


Solvency application in Oasis - Step by step

1. Go to Oasis and login
2. Select 'Solvency' in the right column in the section 'General information'
3. More information about the blocked account can be found on the relevant pages at the top of the application
4. Click the button The button is a light blue rectangle with the text 'Start application' in a darker blue font.
5. Fill out the required information (marked with *) :
6. Category
 - a. Degree student = student admitted for bachelorprogram, masterprogram, or preparatory year of Dutch
 - b. Exchange student = student invited to spend a semester or 2 semesters at Ghent University
 - c. PhD-student = PhD-student or exchange PhD-student
 - d. Search year = graduated (PhD)student applying for an orientation year/search year – If you are a researcher: tick the box 'I am a researcher'.
7. If you are already in Belgium as a PhD or degree student and you are applying for prolongation of your residence permit: Tick the box 'Prolongation residence permit'
8. Degree student of a joint master program?
 - a. Mark the semester(s) you will join UGent
9. Degree student of a double degree program?
 - a. Let us know in the 'Remark'-field when exactly you will be at Ghent University
10. Academic year: Will be either filled out automatically based on your registration, or selected by you.
11. Start and end date: Will be either filled out automatically based on your registration or must be filled out by you (PhD, Search year, traineeship)
12. Scholarship amount: Only to be filled out if you already have confirmation about a scholarship that is granted. Submit the **monthly amount!**

13. Family: If you apply for visa for yourself + family (spouse and/or children) fill out the required details.
14. Remark-field: If you have additional information that you need to share; you can write it here. Questions are welcome by email! If you have doubts about the period or some details, email us first, before submitting your application.
15. Required amount: This amount is provisional and may be corrected by the administration if necessary. You will receive payment details after your application has been processed. The required amount as mentioned in these payment details is the correct amount.
16. Read the Refund Policy and tick the box if you agree to it.
If you don't agree to it, you won't be able to submit your application. It is important all students applying for the blocked account procedure are well aware of the refund policy and regulations we are obligated to follow, in order to proceed.

Buttons:



Previous – Go back to the initial 'Solvency' page

Save – Save your application for now. The status will turn to 'draft'. At this stage you can still make changes.

Save and Submit – If everything looks fine, make sure to actually submit the application. Status will turn to 'proposal' and the application will be processed by the UGent administration.

Delete – Only possible when the application is still in 'Draft'.