

# Blocked account guide

2024 - 2025



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# Proof of sufficient means of subsistence

Students from outside the European Union who wish to study, extend their studies or seek employment after graduation must prove that they have sufficient means of subsistence.

The proof of sufficient means of subsistence is provided by submitting one or more of the following documents:

- a certificate of scholarship or loan
- a commitment to a formal obligation in accordance with annex 32, more information on the Immigration Office
- the deposit of a bank guarantee into an account opened in the student's name by a financial services company specializing in the opening of blocked bank accounts intended to justify financial resources as part of a study visa application. (eg: Studely)
- a certificate issued by UCLouvain stating that the student has deposited a sum covering the costs of his/her stay in Belgium in a blocked account

It is also important to note that this sum must be sufficient to cover living expenses for the entire duration of the stay.

Once the documents have been prepared, the student must submit them at the Belgian consulate or embassy in his or her home country if applying for a visa. The visa application process can take several weeks, we advise to start well in advance.



## Amount

The amount for the academic year 2024-2025 is fixed at € 803 net per month. This amount is set by the Immigration Office and is indexed each year around February.

In addition to the € 803 per month, there is an administration fee of € 150.

For example: for a full year (12 months), you will have to pay € 9786 (€ 803 \* 12 + € 150).

The amount for family reunification is EUR 2089.55 per month. Find out more from your embassy or consulate if you are abroad, or from your local council if you live in Belgium.

For information: for the academic year 2024-2025, the sufficient means of subsistence amount to €803 net per month.

**This theoretical sum is not enough to cover actual living and study costs. We recommend that you have cash for the first month and more financial resources to cover your year.**

Please also note that enrolment fees are not covered by this amount.

Although the cost of living is generally affordable in Belgium, it can vary from city to city, whether for food, transport, leisure activities, health... Prepare your budget carefully to avoid unpleasant surprises. For a student, the cost of living can vary between € 1 000 and € 1 300 a month ([1]).

More information about cost living in Belgium on the following link:  
<https://www.studyinbelgium.be/fr>



[1] Source : StudyinBelgium, QUEL EST LE COÛT DE LA VIE ET DES ÉTUDES EN BELGIQUE FRANCOPHONE ?. Available onr : <https://www.studyinbelgium.be/fr/quel-est-le-cout-de-la-vie-et-des-etudes-en-belgique-francophone> (Consulté le : 15 janvier 2025).

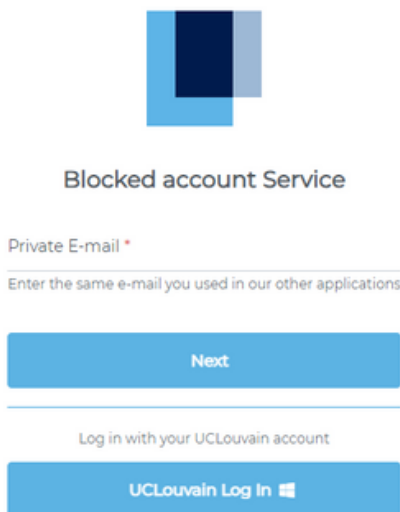
# Blocked account request

## Procedure

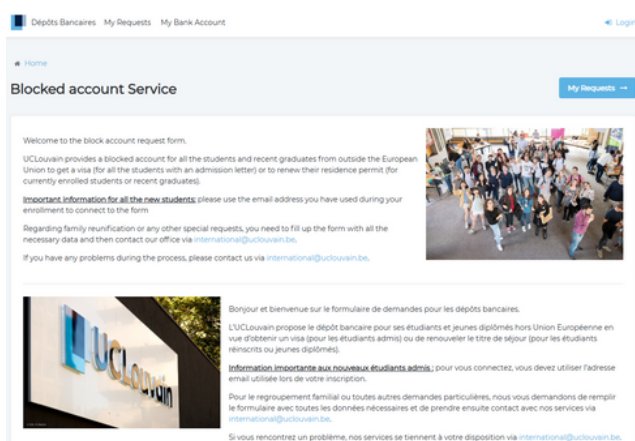
All applications (new student, renewal of residence permit or seeking for a job after graduation) must be made via our application (see below).

For students applying for a visa to study in Belgium, please log in using your private email address during your enrollment process.

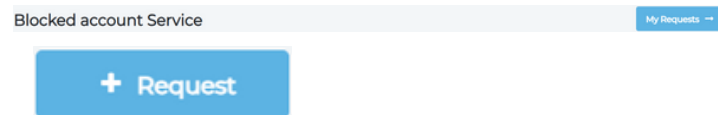
Students who wish to extend their residence permit or who are looking for work after their studies must log in using with the UCLouvain email address.



Once you have logged in to the application, you will be taken to our home page:

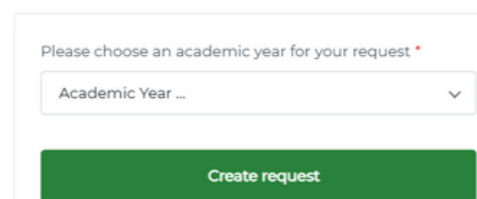


Click on the 'My requests' button and then the '+ Request' button.



Choose the desired academic year and create your request.

## New Request



Please pay attention to the information provided when completing your application. Choose your status according to your situation and carefully fill in the other fields such as 'scholarship student', family reunification, etc. When your application is complete click on 'Submit' to send it to us. The 'Save' button allows you to return to your application to modify it before submitting it.



You will receive an email confirmation from UCLouvain with payment instructions within 3 days.

Do not make any payment without our agreement and confirmation email.

If you encounter a problem with the form, please contact us.

Blocked account request



# Opening of a bank account and inform UCLouvain

## Transfer and transaction fees

Some banks charge additional fees for transfers to Belgium. It must find out in advance so that UCLouvain receives the correct amount.

As soon as we have received your payment into our blocked bank account, a **budget certificate** for the academic year will be sent to you by e-mail.

## Open an IBAN account

To receive your monthly payments, you'll need to open a SEPA bank account. As opening an account can take several weeks, we recommend to come to Belgium with some cash to cover your initial needs.

The following documents are required to open a bank account in Belgium:

- A passport or identity card
- Proof of residence in Belgium (a lease with an address in Belgium)
- For students, the proof of enrollment at UCLouvain
- For UCLouvain staff, an employment contract.
- Some banks will also ask for proof of registration with the local authority.

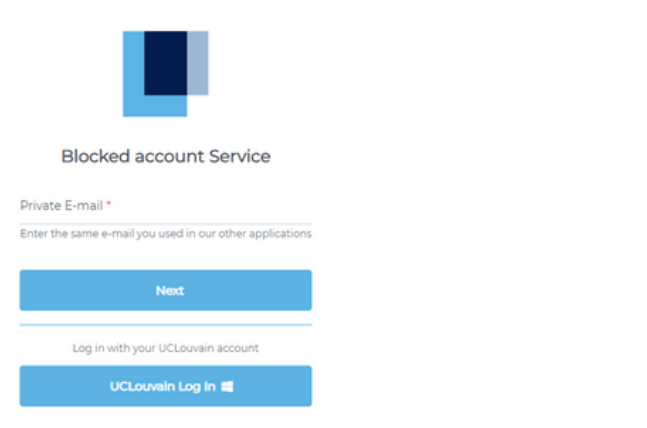
You can also open a bank account online. It is handy if you need an euro account and don't have the required documents:

- [Revolut](#)
- [Wise](#)
- [N26](#)
- [Nickel](#)

## Submitting your bank details

If you have a SEPA bank account in euros, you will need to give us your account number in order to receive your monthly payments.

Go to our application and log in using the email address you used when you applied for a blocked account (<https://app.uclouvain.be/DepotGarantie>).



Blocked account Service

Private E-mail \*

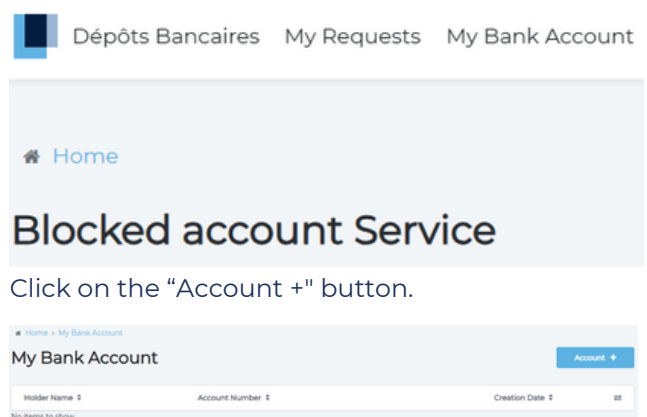
Enter the same e-mail you used in our other applications

Next

Log in with your UCLouvain account

UCLouvain Log In

Once you have logged in, click on the 'My bank account' tab.



Dépôts Bancaires My Requests My Bank Account

Home

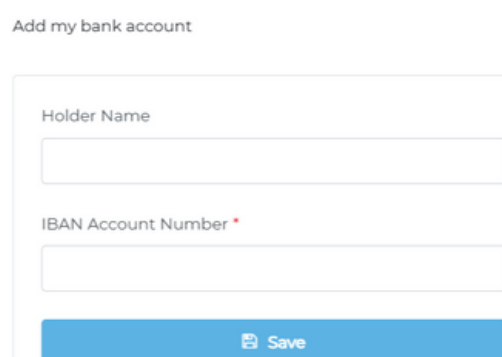
Blocked account Service

Click on the "Account +" button.

My Bank Account Account +

| Holder Name         | Account Number | Creation Date |
|---------------------|----------------|---------------|
| No items to show... |                |               |

Fill in the required fields and click 'Save'.



Add my bank account

Holder Name

IBAN Account Number \*

Save

# Monthly instalments and contacts



## Monthly instalments

As soon as your bank account is received, your first monthly instalment will be paid as quickly as possible (within 7 days). Thereafter, transfers will be automatic. Please note that payments are made between the end of the previous month and the first day of each month (e.g. payment after 26 of February to be in your account on 1 March). These payments may take a few days to arrive in your account.

## Extension/reimbursement of blocked account

In order to renew your residence permit for the following year, you will need to provide proof of a new bank deposit.

The procedure is the same as above. If your visa has been refused, we can refund the amount or keep it for the following year, please contact us to let us know.

If you need to return to your country and would like a refund, please contact us.



## Contact

You can contact us via:

- email:  
[international@uclouvain.be](mailto:international@uclouvain.be)
- in our office:  
Accueil ADRI - Bâtiment des Halles universitaires  
Place de l'Université 1, 4ème étage bureau C414  
à Louvain-la-Neuve
- via Teams meeting:

