

## Would you like to support a student and become their guarantor?

Follow these step by step steps:

1. Download document annex 32 from the website of the Immigration Office:

[https://dofi.ibz.be/sites/default/files/2021-12/Prise\\_en\\_charge\\_Annexe\\_32.pdf](https://dofi.ibz.be/sites/default/files/2021-12/Prise_en_charge_Annexe_32.pdf)

2. Prepare your documents

- A very clear copy of the Turkish identity card or the residence permit in Turkey of the guarantor and the student
- The extract from the population register of the guarantor (with the data of all family members)
- Proof of family ties between the guarantor and the student up to a maximum of the 3rd degree (1st degree: mother, father, children / 2nd degree: brothers, sisters, grandparents, grandchildren / 3rd degree: nieces, nephews, uncles, aunts, great-grandparents, great-grandchildren). The document must be apostilled and dated less than 6 months ago. (Turkish documents exempt from apostille)
- Copy of the student's Belgian residence permit and registration certificate for the school year to which the commitment to cover will relate (if a student already in Belgium)
- Proof of income of the guarantor:
  - If you are an employee: at least 3 recent pay slips, your employment contract or a certificate from your employer specifying the type and effective duration of the employment contract and proof of payment of social security contributions.
  - If you are self-employed: Tax certificate for the last 3 years, proof of payment of social security contributions, income statement for the last year, registration with the chamber of commerce and the commercial register.

As a general rule, the guarantor must have at least an amount equivalent to:

- ⇒ a minimum basic amount of **1.969,00** euro net/month
- ⇒ + 730 euros net / month corresponding to the minimum amount that a student must have to cover their costs of health care, accommodation, studies and repatriation during the academic year 2022/2023

- For more information, see voir <https://dofi.ibz.be/fr/themes/ressortissants-dun-pays-tiers/etudes/favoris/engagement-de-prise-en-charge>

- Bank account(s) statements covering at least the last 3 months (including pension payments, salary, rent, etc.)

- Any other document validly attesting to other sources of regular income (lease contract, proof of income of the guarantor's spouse, title deed, etc.)

- Other means of proof may be considered, such as:

(a) The payment of a sum of money to a bank account of the higher education institution the student is registered or admitted to register.

(b) Scholarship certificate

(c) The student may engage in gainful employment outside of the time that should normally be devoted to studies. Account will be taken of the resources provided by the legal exercise of such an activity.

3. Go in person to the consulate for the legalization of your signature with all the documents.

The legalization of the guarantor's signature is subject to payment: 20 euros to be paid in Turkish lira at the current exchange rate.