Step-by-step guide to Studielink

Your application for a programme at the University of Amsterdam starts in Studielink. Below you will find the instructions for your enrolment request in Studielink. We advise you to read this document carefully before you start. If you have any questions, you can check the ‘Help’ function on the right-hand side of every form in Studielink.

**Step 1: Create a Studielink account**

Go to [www.studielink.nl](http://www.studielink.nl) and log in. If you do not, or do not yet, live in the Netherlands, you can obtain a username and password by creating a Studielink account. If you live in the Netherlands you can use your DigiID username and password.

**Step 2: Log in to your account**

As soon as you have received your password by email (check your junk mail folder) you can log in to your account and personalise it.

Check this account regularly, important messages can be viewed in ‘My messages’ and ‘My to do list’.

**Step 3: Add previous education**

Make sure the information you enter here is correct. It will determine further aspects of the application procedure.

In ‘My previous education’, click on ‘Add previous education’. Indicate if you have your diploma or when you expect to receive it. This date does not need to be exact. Then select the country where you obtained or will obtain the diploma. Next, select the type of diploma that you have obtained or will obtain. If it is not listed or you are unsure, please select Other.

<table>
<thead>
<tr>
<th>Step 3: Add previous education</th>
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<tbody>
<tr>
<td><strong>Diploma received</strong></td>
<td>Yes/Not yet</td>
</tr>
<tr>
<td><strong>Expected diploma date</strong></td>
<td>01-01-2015</td>
</tr>
<tr>
<td><strong>Country</strong></td>
<td>GERMANY</td>
</tr>
<tr>
<td><strong>Select diploma</strong></td>
<td></td>
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<tr>
<td><strong>Enter the name of the study programme</strong></td>
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*Note: The above example is schematic and may differ from the actual Studielink interface.*
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Step 4: Apply for Study Programme
Click on ‘My study programmes’ and ‘Add a new enrolment’. Choose the appropriate academic year, select ‘University’ and ‘Bachelor’s or non master programmes’ or ‘Master’s or other follow-up study programme’. Next, select ‘University of Amsterdam’ as the educational institution and choose the programme for which you wish to apply.

In some cases the programme name may differ from the programme name on the website. Check that you have chosen the correct name by looking at the key facts at the bottom of the programme information page on the website. Finally, choose ‘full-time’ and select ‘Confirm study programme’ and fill in the starting date information.
If you would like to apply for another programme you can click ‘Add new enrolment’ and choose your programme in the dropdown menu.

Step 5: Procedures after application
Studielink: After registering in Studielink, you will receive a confirmation email. Throughout the application process, you will receive status updates from Studielink. We also recommend that you check your ‘My To Do List’. Studielink will also verify your personal and educational details. If they cannot be automatically verified, you will receive an email asking you to send a copy of your passport and/or diploma to the relevant UvA admissions office.