**Step-by-step plan: Create Studielink Account with DigiD**

(Only for students with a Dutch home address and DigiD)

> Step 1: Go to [www.studielink.nl](http://www.studielink.nl), choose your preferred language (Dutch, English or German) and click **<Log in with DigiD>**.

> Step 2: Log in with your DigiD username (Gebruikersnaam) and password (Wachtwoord). The SMS code not necessary, so choose Type DigiD 'Wachtwoord'.

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![Studielink welcome page](image)

**Welcome to Studielink**

You can enrol in a study programme at an institution of higher education via Studielink. Additional admission requirements may apply to a study programme. Read the relevant information on the educational institution's website before submitting an enrolment application via Studielink.

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**I live in the Netherlands**

If you officially live in the Netherlands (you are registered in a Dutch municipality) you are required to use DigiD to log in to Studielink.

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**I do not live in the Netherlands**

If you do not, or do not yet, live in the Netherlands, then you cannot use DigiD and you are required to log in with a Studielink username and password.

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**DigiD Je eigen inlogcode voor de hele overheid**

**Inloggen**

Heeft u vragen? Kijk bij [veelgestelde vragen](http://www.studielink.nl) of neem contact op met de DigiD helpdesk via [info@digid.nl](mailto:info@digid.nl) of via 0800 023 04 35 op werkdagen van 8.00 tot 22.00 uur.

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**Handige links**

- [Aanvragen](http://www.studielink.nl)
- [Activieren](http://www.studielink.nl)
- [Mijn DigiD](http://www.studielink.nl)

**Herstellen DigiD**

- [Wachtwoord vergeten?](http://www.studielink.nl)
- [Mobil knikt?](http://www.studielink.nl)
Step 3: In the next screen you can enter your preferred name, contact details and correspondence language. Your other personal details like names, home address and date of birth are being retrieved from the GBA (Municipal personal records database). At the same moment your previous education will be retrieved from DUO (only Dutch previous education).

When you have entered your contact details you can go to <My Studelink> page.
Step 4: On <My Studielink> page you will find three green buttons.

- <Check personal details> check if the personal details that have been retrieved from the GBA are correct. Is something not correct? Please contact the GBA at the city council where you live.
  Please note: if you see the button <Add personal details>, it means that Studielink was not able to retrieve your personal data from the GBA and you have to enter them yourself.

- <Check previous education> check if the previous education that has been retrieved from DUO is correct. Is something not correct? Contact the institution where you obtained the diploma. If a previous education is missing you can add it yourself (see step 5).
  Please note: foreign diploma’s always have to be added by the student themself. For instructions, see step 5.

- <Enrolment application> here you can add an enrolment application for the programme that you wish to follow (see step 6).
Step 5: If a relevant previous education was not automatically retrieved from DUO you can add this yourself via the button <Add previous education>.

Add previous education

Add at least one previous education programme based on which you can be admitted to the study programmes you applied for. This includes previous education programmes in which you are currently enrolled.

Previous education information

- Diploma received
  - Yes
  - Not yet

- (expected) Diploma date: 01-08-2011

- Country: UNITED KINGDOM OF GREAT BRITAIN

- Select diploma: Bachelor of Economics

- Enter the name of the study programme:

  Bachelor of Economics

  - Confirm

Add previous education

Your previous education details have been saved. If applicable, you can add further previous education via the 'My Studielink' page.

  Go to "My Studielink" page

You can add further previous education if necessary or return to <My Studielink> when you are done.
Step 6: Now you can add an enrolment application by clicking the `<Enrolment application>` button in your My To Do list.

Please note: it is determined by the institution of higher education per programme whether or not you have a choice (Yes or No) at 'Starts in the first year'.

You can enter a maximum of 4 enrolment applications per academic year, of which only one with a draw procedure.
In some cases it is possible you don’t have a choice at ‘Starting date’ and/or ‘Enrolment format’. This means that the programme of your choice can only be followed with the already entered characteristics. This is determined by the institution of higher education.

Some institutions will ask you some programme-specific questions. For more information about these questions you have to contact the institution.

When you have submitted the enrolment application, return to <My Studielink> page.
Stap 7: Depending on which institution you applied for, you could see the action `<Enter your payment details>` in your To Do List. If this action does not appear, it means you don't have to enter your payment details via Studielink OR it is not yet possible to enter them (the institution determines from which date you can enter payment details).

Therefore you should regularly log in to your Studielink account to check your messages and My To Do list.
On the right side of the website you can find a banner with additional information about Studielink.

You can also click <I have a question>.

You will be directed to info.studielink.nl. Here you can click the ‘Studielink Q&A’. 
In the Studielink Q&A you can find the answers to your questions about the application process through www.studielink.nl per institution (answers may vary per institution).