Application for a visa for a long stay in Belgium

This application form is free

PHOTO

1. Surname (Family name) (x)

FOR OFFICIAL USE ONLY

2. Surname at birth (Former family name(s)) (x)

Date of application:

Visa application number:

3. First name(s) (Given name(s)) (x)

Application lodged at
- □ Embassy/consulate
- □ CAC
- □ Service provider
- □ Commercial intermediary
- □ Border

4. Date of birth (day-month-year)	5. Place of birth 6. Country of birth	7. Current nationality Nationality at birth, if different:

Name:

□ Other

8. Sex □ Male □ Female	9. Marital status □ Single □ Married □ Separated □ Divorced □ Widow(er) □ Other (please specify)

File handled by:

10. In the case of minors: Surname, first name, address (if different from applicant's) and nationality of parental authority/legal guardian

Supporting documents:
- □ Travel document
- □ Means of subsistence
- □ Invitation
- □ Means of transport
- □ Travel medical insurance
- □ Other:

11. National identity number, where applicable

12. Type of travel document
- □ Ordinary passport
- □ Diplomatic passport □ Service passport □ Official passport □ Special passport
- □ Other travel document (please specify):

Visa decision:
- □ Refused
- □ Delivered:
  - □ A
  - □ C
  - □ LTV

13. Number of travel document	14. Date of issue	15. Valid until	16. Issued by

Valid:

From

Until

17. Applicant's home address and e-mail address	Telephone number(s)

Number of entries:

□ 1 □ 2 □ Multiple

18. Residence in a country other than the country of current nationality
- □ No
- □ Yes. Residence permit or equivalent No. Valid until

Number of days:

* 19. Current occupation

* 20. Employer and employer's address and telephone number. For students, name and address of educational establishment.	
21. Main purpose(s) of the journey □ Tourism □ Business □ Visiting family or friends □ Cultural □ Sports □ Official visit □ Medical reasons □ Study □ Transit □ Airport transit □ Other (please specify)	
22. Member State(s) of destination	23. Member State of first entry
24. Number of entries requested □ Single entry □ Two entries □ Multiple entries	25. Duration of the intended stay or transit Indicate number of days **6 months / 1 year / 3 years**

* The fields marked with * shall not be filled in by family members of EU, EEA or CH citizens (spouse, child or dependent ascendant) while exercising their right to free movement. Family members of EU, EEA or CH citizens shall present documents to prove this relationship and fill in fields no 34 and 35.

(x) Fields 1-3 shall be filled in in accordance with the data in the travel document.

26. Schengen visas issued during the past three years □ No □ Yes. Date(s) of validity from to	
27. Fingerprints collected previously for the purpose of applying for a Schengen visa □ No □ Yes. Date, if known:	
28. Entry permit for the final country of destination, where applicable Issued by Valid from until	
29. Intended date of arrival in the Schengen area	30. Intended date of departure from the Schengen area **Within 6 months / 1 year / 3 years**
*31. Surname and first name of the inviting person(s) in the Member State(s). If not applicable, name of hotel(s) or temporary accommodation(s) in the Member State(s) **Veerle Hendrickx, Brusselstraat 45, 2018 Antwerp**	
Address and e-mail address of inviting person(s)/hotel(s)/temporary accommodation(s)	Telephone and telefax

*32. Name and address of inviting company/organisation	Telephone and telefax of company/organisation
KdG University of Applied Sciences and Arts, Brusselstraat 45, 2018 Antwerp	

Surname, first name, address, telephone, telefax, and e-mail address of contact person in company/organisation

Remo Herzog, Brusselstraat 45, 2018 Antwerp, +32 3 502 21 83, studentservices@kdg.be

*33. Cost of travelling and living during the applicant's stay is covered

☐ by the applicant himself/herself	☒ by a sponsor (host, company, organisation), please specify ☒ referred to in field 31 or 32 **if you use KdG's proof of solvency** ☒ other (please specify): **if you use a sponsor (add contact details and 'annex 32')**
Means of support ☐ Cash ☐ Traveller's cheques ☐ Credit card ☐ Pre-paid accommodation ☐ Pre-paid transport ☐ Other (please specify)	Means of support ☒ Cash ☐ Accommodation provided ☐ All expenses covered during the stay ☐ Pre-paid transport ☒ Other (please specify)

34. Personal data of the family member who is an EU, EEA or CH citizen

Surname	First name(s)	
Date of birth	Nationality	Number of travel document or ID card

35. Family relationship with an EU, EEA or CH citizen

☐ spouse
☐ child
☐ grandchild
☐ dependent ascendant

36. Place and date	37. Signature (for minors, signature of parental authority/legal guardian)

VISA FEES AND CHARGES

I am informed that the visa fees and charges, aimed at covering the administrative costs associated with the processing of my application, will not be refunded in case my application is refused.

RECORDING OF BIOMETRIC DATA

I have understood that the photograph of my face and my fingerprints (ten fingers) must be taken, according to Article 30*bis* of the Law of 15/12/1980 regarding the access to the territory, residence, settlement and removal of aliens.

INFORMATION ON THE PROCESSING OF PERSONAL DATA PROVIDED IN ACCORDANCE WITH ARTICLE 13 OF THE GENERAL DATA PROTECTION REGULATION (HEREINAFTER "GDPR")

1. THE CONTROLLER

The controller of personal data collected within the frame of your application is the Minister who is competent for the access to the territory, residence, settlement and removal of aliens, and is represented by the Director-General of the Immigration Office.

2. DATA PROTECTION OFFICER AND EXERCISE OF YOUR RIGHTS

The data protection officer (hereinafter "DPO") is the person at the Immigration Office that you can contact with regard to all questions or issues related to the processing of your personal data and to the exercise of your rights under the GDPR.

The DPO's contact details are:

Federal Public Service Interior - General Directorate Immigration Office
For the attention of the Data Protection Officer
Boulevard Pacheco 44, 1000 Brussels, Belgium
Email: dpo.dvzoe[at]ibz.fgov.be
Telephone: +32 2 793 80 00

Form available on the website of the FPS Interior : https://ibz.be/

The rights under the GDPR are the rights of access, to rectification, restriction, erasure, objection and portability.

- *Right of access*

  You have the right to ask the Immigration Office if they are processing personal data concerning you. If so, you have the right to ask a copy of those data and to obtain information about the purposes of the data processing, the categories of recipients to whom the data have been disclosed, the period for which the data are stored and the data sources (when such information has not been collected from you).

- *Right to rectification*

  The Immigration Office has the obligation to process accurate data and to take the appropriate measures to rectify, if necessary. In relation to this obligation, you have the right to ask and obtain from the Immigration Office the rectification of your personal data if inaccurate.

- *Right to restriction*

  In the following cases, you have the right to request and obtain from the Immigration Office restriction of processing your personal data:

  a) when you challenge the accuracy of your personal data, this being for a period enabling the Immigration Office to verify the data's accuracy; or

  b) when the processing is unlawful and you object to the erasure of your personal data and you request, instead, the restriction of the processing of these data; or

  c) when the Immigration Office no longer needs your personal data for the purposes of the processing, however you still require these data for the establishment, exercise or defence of your legal claims.

  Where processing has been restricted, your data, except for their storage, can only be processed with your consent or for the establishment, exercise or defence of legal claims, or for the protection of the rights of another natural or legal person, or on important grounds of public interest for the European Union or one of its Member States.

- *Right to erasure ("right to be forgotten")*

  Since the processing of your personal data is required for the performance of a task in the framework of the exercise of official authority vested in the Immigration Office, you do not have the right to request and obtain the erasure of your personal data.

- *Right to object*

  You have the right to object to the processing of your personal data by the Immigration Office, at any time and for reasons relating to your particular situation. However, the Immigration Office may oppose this if there are compelling legitimate grounds for the processing which override your interests, rights and freedoms or that are related to the establishment, exercise or defence of legal claims.

- *Right to portability*

  Since processing of your personal data by the Immigration Office does not rely on your consent or on the performance of a contract, the right to portability is not to be applicable. Therefore, you are not entitled to obtain from the Immigration Office your personal data in a structured, commonly used and machine-readable format to be transferred to another controller.

The exercise of the above-mentioned rights is in principle free of charge. However, in cases of obviously unfounded or excessive requests, the Immigration Office can claim compensation for reasonable costs or refuse to follow up your request.

3. PURPOSES OF THE PROCESSING

The personal data collected in the context of your application are not only necessary for compliance with a legal obligation to which the Immigration Office is subject but also, in general, for the purpose of carrying out a task in the public interest or of performing a task in the context of the exercise of official authority vested in the Immigration Office, namely the enforcement of the legislation regarding the access to the territory, residence, settlement and removal of aliens. These data are more precisely processed for the following purposes:

- to establish your identity ;
- to ensure the processing of your application for residence ;
- to control your access to the Schengen Area and the Kingdom of Belgium ;
- to ensure the follow-up of your stay in the Kingdom of Belgium including your possible removal from the territory;
- to ensure the defence of the Immigration Office before the courts and tribunals where an appeal may be lodged against the decisions enforced upon you;
- to investigate, detect and ensure the follow-up of criminal and administrative offences set out under the legislation regarding the access to the territory, residence, settlement and removal of aliens, and under the legislation on the employment of foreign workers.

4. RECIPIENTS

The personal data collected and processed by the Immigration Office can be disclosed to the following categories of recipients:

- the Belgian diplomatic and consular missions abroad in order to establish your identity and to ensure the processing of your application for residence;
- the Belgian local authorities in order to establish your identity, to ensure the processing of your application for residence, to monitor your access to the Schengen Area and to the Kingdom of Belgium and to ensure the follow-up of your stay (including your possible removal from the Kingdom's territory);
- the lawyers designated by the Immigration Office to ensure its defence before the courts and tribunals where you can lodge an appeal against the decisions enforced upon you by the Immigration Office;
- the Aliens Litigation Council and the Belgian Council of State, to ensure the defence of the Immigration Office before the courts and tribunals where you can lodge an appeal against the decisions enforced upon you by the Immigration Office;
- the Belgian FPS Economy, SMEs, Self-Employed and Energy, the Belgian FPS Labour and Social Dialogue, the Walloon Region, the Flemish Region, the Brussels-Capital Region and the German-Speaking Community to ensure that you have the necessary authorisations (or that you are exempted from having them) to work on the Kingdom's territory;
- the social security authorities to ensure that the conditions are met concerning, on the one hand, having sufficient resources so as not to be or become a burden on the Kingdom's welfare system and, on the other hand, concerning a medical insurance covering all the risks on the Kingdom's territory;
- educational and research institutions to ensure that you are indeed registered as a student with them.

5. RETENTION PERIOD

With regard to the retention period of personal data, a difference needs to be made between biometric data and other data collected. The biometric data are stored for 10 years[1]. Except for specific provisions, the other personal data are kept for 75 years after collection.

6. TRANSFER TO THIRD COUNTRIES

Within the framework of its missions, the Immigration Office may be required to transfer parts of your personal data to countries outside of the European Union. Taking particular care to ensure the respect and protection of your personal data, the Immigration Office shall ensure, where possible, to include clauses allowing a level of appropriate protection of your personal data in the agreements with third countries. Those agreements can be requested from the Immigration Office's DPO.

7. LODGING A COMPLAINT WITH THE DATA PROTECTION AUTHORITY

If you believe that the Immigration Office has not processed your personal data in accordance with the provisions of the GDPR, you can lodge a complaint with the Data Protection Authority (DPA). The contact details are as follows:

Data Protection Authority,
Rue de la Presse, 35
1000 Brussels
Belgium

contact[at]apd-gba.be
+32 2 274 48 00

www.dataprotectionauthority.be

Place and date	Signature (for minors, signature of parental authority/legal guardian)

[1] Royal Decree of 21 April 2007 settling the period within which the biometric data, taken under Article 30*bis* of the Law of 15 December 1980 regarding the access to the territory, residence, settlement and removal of aliens, need to be stored.