

Your International Career at Tilburg University

Contents

Introduction	4	Bringing your partner	20
Coming to Tilburg University	5	Bringing your (underage) children	20
Immigration	6	Formalities, translations, and The Hague apostille	20
VisaCare	6	Tilburg International Club	21
Prepare your stay	6	Expat life in Tilburg, Brabant, and The Netherlands	22
Passport	6	Expat life in Tilburg	23
Residing outside the Netherlands	6	International working environment	23
Change of address	6	Tilburg International Club: A club for Expats in Brabant!!	23
Change of status (from student to employee)	6	Tilburg	23
Family	6	What the city of Tilburg has to offer you	23
Checklist what to bring	7	Leisure	24
Information from the Dutch customs administration:	7	Restaurants, events, festivals, nature & more	24
Housing & getting settled	8	Public library	24
Suitable housing	9	Read more about the city of Tilburg on these websites:	25
P&D Care relocation services	9	Hub Expat Center:	25
Registration town hall	9	The Netherlands	26
Opening a bank account	10	Cycling in the Netherlands	26
Relocation allowance and frequently asked questions	10	Tax insurances and financial matters	27
Conditions to receive the relocation allowance	10	Digital Identity: DigID	27
FAQ:	11	Applying for a DigID	27
Health insurance	13	Insurances	27
European Health Insurance Card (EHIC)	13	Taxation	27
Registration with a family doctor and managing an emergency	13	Tax treaties	27
General Practitioner, Specialist, and Hospital	14	Contact the tax administration	28
Public transport	15	Healthcare and other benefits	29
OV Chip Card	15	Healthcare allowance, children daycare, housing benefit and child benefit	29
Family	16	Healthcare allowance	29
Career support for your spouse	17	Childcare allowance	29
Childcare	17	Housing benefit	29
Applying for Child Benefit (kinderbijslag) at the government agency SVB (Social Insurance Bank)	17	Children budget allowance	29
The Dutch educational system	18	Child benefit (kinderbijslag)	29
Bilingual schools in Tilburg	19	Submit any changes in time	29
International schools	20	30% tax facility	29
Family immigration	20	Partial non-residency	29
		Exchanging driver's license	29

Links	30
Pension ABP	30
What about your pension at ABP	31
Buying a house, mortgages	31
Human Resources information	32
Welcome lunch with the Executive Board	32
Collective Labour Agreement	32
Options Model	32
Collective pension and (group) insurances	32
On-campus childcare	32
Professional and personal development	32
Culture, events, and sports	32
Language	33
Dutch as a Second Language (NT2)	33
Learning Dutch at the community center:	33

Introduction

Working and living in the Netherlands is an exciting and wonderful adventure for many international colleagues. Tilburg University has a range of facilities to ensure that you, your partner, and your family feel at home in the Netherlands as soon as possible. This E-book will help you find all the information you need. The content was selected by a group of experienced expats and specialists from the HR Division.

Fun facts about Tilburg

Tilburg Icons

Did you know Tilburg has its own typeface? In, 2016, TilburgsAns was launched, a typeface inspired by the character of the Dutch city of Tilburg. The typeface not only contains letters, but also includes fifty icons of specific Tilburg locations. If you want to learn more about Tilburg and its history click on the icons.

More icons and information is available on: <https://www.tilburgsans.nl/en/about-ans/icons/>



Rotating house

This rotating house is an art piece, designed on a roundabout by John Körmeling, a Dutch sculptor and architect. It was built in 2008, and is one of the most outstanding roundabout installations in the Netherlands.

Coming to Tilburg University



Your international Career at Tilburg University 5

Immigration

You do not have to apply for your visa and residence permit yourself!

If required, Tilburg University will apply for a residence permit for you. It can take up to three months to receive your permit.

The Netherlands has a special permit procedure for “knowledge workers” (kennismigranten) and researchers according to EU Directive 2005/71/EC. Most scientific staff (including PhD candidates) or unpaid visitors working on long term projects fall under the knowledge workers’ or researchers’ procedure. As a result, most university employees (and their family members) no longer need a work permit but only a special residence permit. This residence permit can be issued for the duration of your employment contract or the project you work on.

VisaCare

Tilburg University uses the online platform VisaCare to collect your application documents and complete your application for the Immigration Naturalisation Office (IND). It is a user-friendly platform, including a to-do list, which guides you through all stages of the application process.

Prepare your stay

There are pitfalls that can lead to a delay in the procedure to obtain a visa or residence permit. Here are a few things to bear in mind:

Passport

Make sure that your passport is valid for at least another 6 months (and preferably as long as your intended stay) after your scheduled arrival. Expiration of your passport often means that you will have to renew your residence permit and will have to pay the fees again.

Residing outside the Netherlands

Some employees choose to live outside the Netherlands (for example in the Belgian or German border region). If you do this, keep in mind that this will complicate the immigration process as you cannot benefit from the special fast track procedure we have agreed on with the Dutch immigration authorities. Financially this can also have negative effects due to cross border tax and social security regulations and conventions.

Change of address

Inform HR services if you are planning to change your official place of residence in the coming months, i.e., your official place of residence in your home country or the country where you have valid residency. Please send a copy of your residence permit to HR services if you officially reside in a country other than your country of citizenship.

Change of status (from student to employee)

If you are currently already in the Netherlands for study purposes, please inform HR services as this changes the application procedure.

Family

Contact HR services if you have family members who will join you in the Netherlands. This way we can include the application of their visas in the fast track procedure as well (see also page 21).

Checklist what to bring

In addition, think of necessary documents you should bring when traveling to the Netherlands:

- Letter of acceptance and/or employment contract from Tilburg University
- Passports and other identification documents such as a driver's license
- Any original documents that may be required for processing by the immigration authorities, such as birth and marriage certificates and diplomas and degree certificates (note: diploma implies a secondary school/high school diploma)
- Cash (in euros) for temporary accommodation, transportation, meals, et cetera
- Copy of your health insurance policy or travel insurance

Please note that if you have sent personal belongings over via a moving company, it could take a few weeks before your container is cleared by customs.

Electrical voltage in the Netherlands is 220 volts. The electrical outlets are mainly for 2-pin plugs.

Information from the Dutch customs administration:

Half the work of moving to the Netherlands is preparing yourself well. You have to cope with many things when organizing your relocation, so a good moving company can be of tremendous help. More information about bringing household goods, motor vehicles, and pets is available by using the link:

<https://www.belastingdienst.nl/wps/wcm/connect/en/individuals/individuals>

Housing & getting settled



Your international Career at Tilburg University **8**

Suitable housing

Depending on the School you work for, you can get assistance finding suitable housing. Please note that you yourself remain primarily responsible for finding accommodation. The housing market in the Netherlands is very tight; therefore, the choice of housing could be limited.

Often the first and last months' rent is to be paid to the housing company upon arrival; the moment you sign the contract and collect the keys to your flat or house. Please note that the rent cannot be paid in cash.

Here a few links that might be of help:

[P&D care](#)

[PenDhouse](#)

[AirBNB.nl](#)

[www.onlyexpats.nl](#)

[Rotsvast](#)

[Pararius](#)

[I*ESN International Exchange Erasmus Student network](#)

[Kamerbemiddeling Tilburg](#)

[Directwonen](#)

[Temporary Housing in Tilburg](#)

[Kamernet](#)

[Funda](#)

[De Huissleutel](#)

[Stuworld](#)

[Iamexpat](#)

P&D Care relocation services

Depending on the condition in your employment contract and your personal situation, the university will offer you the services of P&D Care. In addition, you can add services to cater for your personal needs (at your own expenses). This relocation company does much more than just find housing. By involving the services of P&D Care, Tilburg University wants to contribute to a successful start of your employment.

Registration town hall

If you are planning on staying in the Netherlands for more than four months, you need to be registered at the municipality where you are living. The data in the municipal register is the basis for many legal Dutch provisions, such as, national health insurance, housing benefits, tax allowances, care allowance, and child benefits.

Registration should be done not only for you but also for all your accompanying family members.

The municipality will only register you if you are able to provide the following documents:

- Passports
- Rental contract (or a statement of the main tenant/owner that you are living at that address (including the signature of the main resident with a copy of his/her passport).
- Official birth certificate of you and your family members and your marriage certificate (if applicable)

There are two ways of registering with the municipality. On your first arrival and in case you live in Tilburg, you will need to arrange the registration at the Expat Center Brabant. If you decide to live outside Tilburg or if you are moving within the Netherlands, you will need to go to the municipality office of the city where you are moving to.

Opening a bank account

Opening a bank account in the Netherlands is one of the things you want to have done as soon as possible after your arrival. There are several banks to choose from, but not all banks have all their information in English. That is why we normally suggest the [ABN AMRO](#) bank, which has a special service for expats and, most importantly, all their services information is available online in English.

Read more on how to open a bank account [here](#).

Relocation allowance and FAQ

You can be eligible for a compensation for moving expenses. The reimbursement of moving expenses comprises the following elements:

- a. the costs for transporting the household contents;
- b. employees, their partners, and any children's travel costs to the new home; and
- c. a contribution towards the fit-out costs amounting to 12% of the employee's annual income at the time of the move including vacation pay and year-end bonus. The minimum annual income is based on salary scale 6 (max.). The maximum allowance is €7.750,-.

Conditions to receive the relocation allowance:

1. There is the intention of entering into a permanent working relationship. That is the case if there is mutual intention, on good performance, of entering into a working relationship for a period longer than 24 months.
2. You live more than 25 kilometers one-way distance from the place of work
3. The new travel distance is reduced by more than 60%. The travel distance is calculated using the most customary route (i.e. the fastest route using the ANWB route planner).
If the move takes place within two years of having been appointed, the allowance for furnishing expenses is paid out gross and withholding taxes are deducted from the furnishing expenses.

Other conditions

- The allowance for transport costs of the household effects may be paid for if you use one or more of the transportation means listed below on the condition that the invoice and/or receipt (fuel) are submitted. Make sure the invoice is drawn up in Dutch or English.
- When transport is carried out by the employee him/herself:
 - the hire of a trailer ;
 - the hire of a car (with the fuel receipt, if applicable);
 - the hire of a van (with the fuel receipt, if applicable).
- In the case of hired transport:
 - the invoice from the removal company;
 - the invoice from the transport company;
 - the invoice for the parcel dispatch.
- You are obliged to repay the reimbursement of relocation costs if your employment contract is terminated within 12 months at your own request or due to facts or circumstances that are imputable to you.

FAQ:

I have relocated, what do I do now?

Answer: As soon as you have moved:

- Notify us of your new address via the HR Service Center. The removal day is the day on which your new address comes into effect.
- Submit a request to the HR Service Center for the relocation allowance (see question 2: How can I claim my relocation expenses?)

How can I claim my relocation expenses?

Answer: You can apply for the relocation allowance at the HR Service Center. Please send receipts and/or invoices to the HR Service Center with the request for the relocation allowance (you can of course also hand it in to room K 1014).

NOTE:

Send your request and the documents as soon as possible after you have relocated.

- You can apply for the relocation allowance only once during the employment. You should, therefore, not submit your request until you have all the invoices and receipts.
- Invoices and receipts must be drawn up in Dutch or English

How long does it take for the relocation allowance to be paid?

Answer: The extent of the relocation allowance is calculated as soon as the request has been submitted to the HR Service Center. The relocation allowance agreement is then drawn up and sent to you and the director involved. After you have signed the agreement and it has been received by the HR Service Center, the allowance is paid out together with your salary.

Can I claim the expenses of a hired trailer too? Answer:

Yes, enclose a copy of the relevant receipt with your relocation allowance application, showing the costs.

I traveled to Tilburg to view some houses. Can I claim this through the relocation allowance too?

Answer: No, only travel expenses incurred on the day of the actual move are reimbursed.

Can I claim reimbursements in connection with the furnishing of my house?

Answer: No, you receive a fixed allowance for furnishing expenses. Additional receipts or invoices in connection with furnishing your house are not reimbursed.

My cousin helped me move house, can I claim his allowance?

Answer: In order to reimburse transport costs, we need a receipt or an invoice (car hire, fuel, moving company, or parcel service). If you cannot present a receipt or an invoice, we cannot pay any allowances.

I used a parcel service to send items to my new address. Can I claim those expenses?

Answer: Yes, if you have items sent from the old address to the new address, these expenses can be reimbursed, subject to submitting the invoice.

I move house after I have been employed for two years. How will this affect me?

Answer: If you move house two years after you were first employed, we cannot pay a net reimbursement for the furnishing expenses. The furnishing expenses allowance is subject to withholding taxes. The transport costs will be reimbursed net.

I rent a room in Tilburg, but my family (partner and children) continue to live at the old address. I often return to this address.

Answer: That means you have not really moved house. You are merely renting an extra room to sleep in during the week, and you return to your real house on a regular basis. If you still reside abroad officially, the

rent of the extra room falls under extraterritorial expenses. The extraterritorial expenses are subject to the 30% tax facility, or you can claim them via the options model.

I am moving from Nürnberg (Germany) to Amsterdam. Do I receive a net reimbursement through the relocation allowance scheme?

Answer: The travel distance between Nürnberg and Tilburg is 590 kilometers. The distance has to reduce by 60%. That means that the distance from the new residential address to the university cannot be more than (590 kilometers - 60% =) 236 kilometers. The distance between Amsterdam and Tilburg is 116 kilometers. This means that the removal expenses to Amsterdam can be reimbursed net through the relocation allowance scheme.

Health insurance

Depending on your social security status (employed, resident, or non-employed), you will either need a compulsory insurance in accordance with the national Healthcare Insurance Act or private insurance with an international healthcare provider. If you are an employee (or work elsewhere in the Netherlands), you will be obliged to take out a healthcare insurance policy with a provider of your choice. However, Tilburg University has a collective discount agreement, which offers an attractive group healthcare plan through “CZ groep.” The collective discount number to fill out on the application is 1740.

Basic health insurance

If you are a resident of the Netherlands (as soon as you have registered in the Municipal Personal Records Database), you are obliged to take out a basic health insurance in the Netherlands. If you are not a resident in the Netherlands, but you do earn income in the Netherlands, then this obligation also applies to you. If you do not take out a basic health insurance within four months after registration, you may risk getting a fine.

Basic premium

You will have to pay a premium for the basic insurance. The amount varies per insurer and is subject to annual indexation. Tilburg University has a group discount of 5%.

The basic insurance package covers the standard costs, such as a general practitioner, hospital, or medication. The government determines the specifications of the basic insurance package. For certain treatments you will need a supplementary insurance.

Because the basic insurance package is mandatory,

insurers must accept all applicants. Medical exclusion based on age, gender, or health is not permitted.

Children under the age of 18 must be registered but are automatically insured for free and included in the policy of their parents.

Deductible excess

A basic health insurance scheme obliges each insured party to pay excess (eigen risico). This means that you receive money from the insurer only if your annual medical expenses exceed this amount. Some insurers allow you to voluntarily select a higher deductible excess. Your monthly premiums will then be lower. Services which do not get deducted from the excess include

- the general practitioner,
- Dental care for children under the age of 18,
- Obstetric care and maternity care,
- Free population screening, such as breast cancer examinations,
- Influenza vaccination for groups at risk,
- Care that is reimbursed by your supplementary insurance scheme.

Each year, the government sets the level of the mandatory deductible excess.

If you do not have any medical expenses in the course of the year, you will not get a refund on your premium.

Supplementary insurance

You have the option to take out supplementary insurance for the medical expenses that do not fall under the basic insurance package, for example a dentist insurance. Supplementary insurances may differ from one insurer to another. An insurer may reject an ap-

plication for supplementary insurance based on your medical history.

European Health Insurance Card (EHIC)

Traveling abroad? The European Health Insurance Card (EHIC) entitles you to essential medical care during a temporary stay abroad. The EHIC is only valid in countries that fall within the EEC (i.e. the EU, Norway, Iceland, and Liechtenstein) and Switzerland. More information about EHIC is available here: <https://ec.europa.eu/social/main.jsp?catId=559>

General practitioner, specialist, and hospital

Once insured, it is important to register with a general practitioner (GP) or family doctor (huisarts). Your GP is your first point of contact for any illness except for emergencies. Your doctor will direct you to specialists if needed (with a referral letter (verwijsbrief)). It is advisable to find a GP and register there as soon as possible. Ask your insurance company for information about local doctors. If you are insured at the CZ groep you can use their online tool (in Dutch only) to find one.

If you need medical care (for an emergency see below) while waiting to register with a family doctor, you can call 0900-33 22 22 2 and ask to receive medical treatment as a non-registered patient. Most GP practices close at 16:00 and are not open during weekend hours. You must get an appointment by first calling the doctor's assistant.

If you are living outside Tilburg region please check following link to find the so called huisartsenpost when you are in need of medical care:

Huisartsenpost:

<https://www.zorgkaartnederland.nl/huisartsenpost>

Medical emergencies

In case of an emergency, call 112 for an ambulance. At the hospital, the “accident and emergency” section is called SEH (Spoedeisende hulp), or you can go to first aid called EHBO.

Public transport

The Netherlands is a small and densely populated country with an excellent public transport system. Wherever you want to go in the Netherlands, you can get there easily and comfortably by train, bus, tram, or ferry. The national train company website in English is www.ns.nl/en.

Railway travel is a comfortable way to get around in the Netherlands. The country boasts an extensive railway network, and the trains are modern and perfectly comfortable. Since the Netherlands is a relatively small country, you can travel from Amsterdam to Utrecht in just 30 minutes and from The Hague to Amsterdam Central Station in just 50 minutes. And even traveling all the way up north (Groningen) and down south (Maastricht) takes just 2 hours from Amsterdam Central. In other words, traveling by train is a perfect way to discover many beautiful places in the Netherlands! The bus, tram, and metro are great ways to travel in Dutch cities. They are highly affordable, and the excellent Dutch infrastructure allows you to get from A to B easily and comfortably.

You can only travel by using the OV chip card. Read more about this in the next section or check out this website: [public transport](#)

OV Chip Card

The OV chip card is the payment method for public transport in the Netherlands. For example, buses in Tilburg do not sell tickets onboard. If you have an OV chip card, you no longer need to think about strip tickets or metro tickets.

You can buy an OV chip card at the train station. You add value to your card either at the train station,

NS terminals (available at some shops and the Tilburg University campus) or online. You can also purchase a product online and transfer it to your card 'add a travel product' such as a single journey, a monthly pass for commuting, or a season ticket.

Notice: every employee has the option to use public transport with the 2nd class NS Business Card provided by the employer for commuting to the place of work and back (with which the employee can travel by train, tram, bus or metro).

The OV chip card has many advantages. You can view details of your travel on your online NS account, you can avoid queues at the ticket office and you can easily transfer to another form of public transport without having to purchase a new ticket.

There are two different cards: a personal OV chip card and an anonymous OV chip card. Some public transport companies also sell disposable cards.

The OV chip card is a plastic smart travel card, the same size as a bankcard, which fits in your purse or wallet.

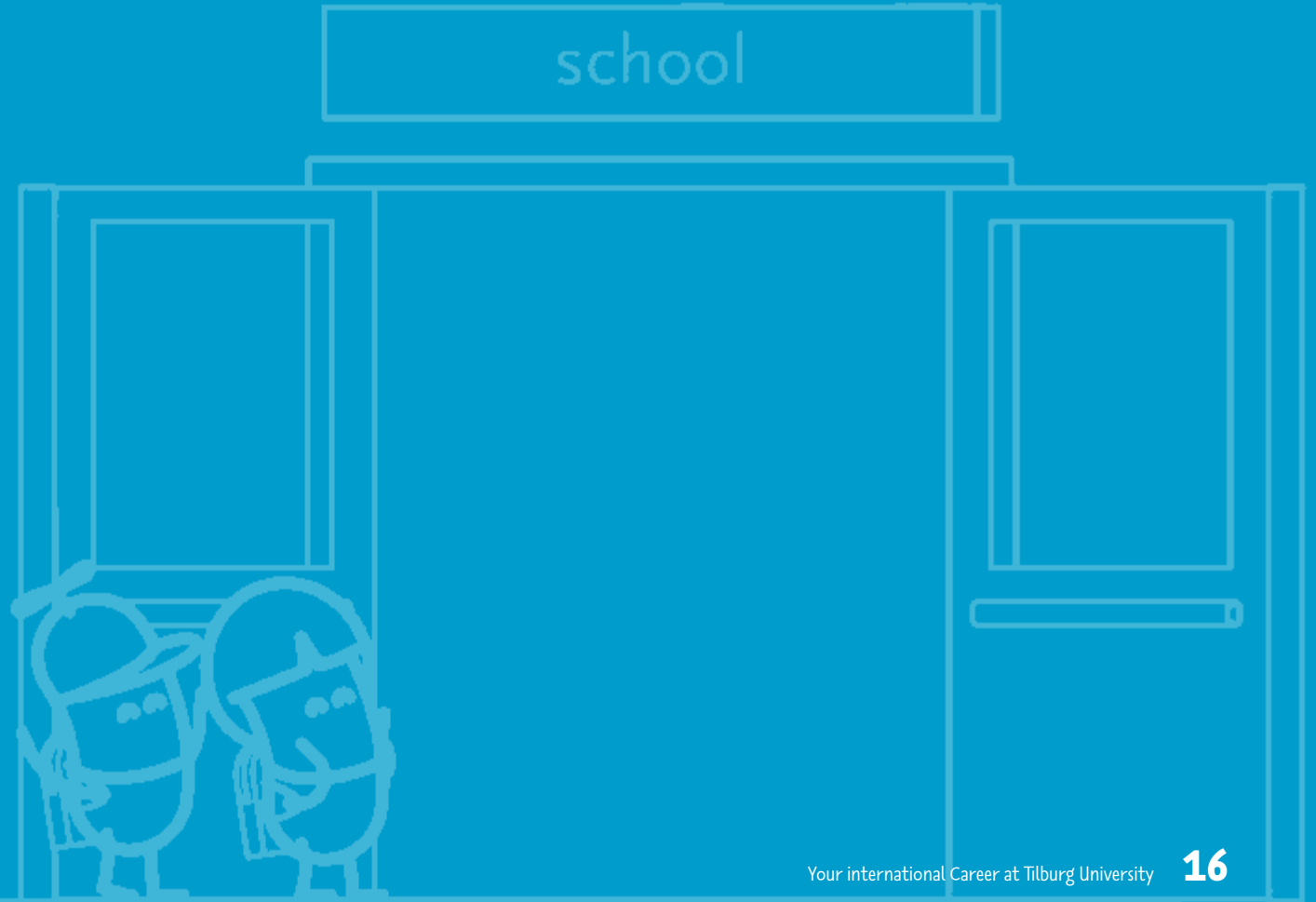
You can apply for your personal OV chip card online www.NS.nl website. It requires you to upload your photo, date of birth, and other personal details. Your card will arrive by post including its expiry date and the OV chip card number. You can also buy an anonymous OV chip card. The OV chip card is not free. You have to pay a small amount for it once. It costs around 8 eu-ros. You can buy an OV chip card at railway and metro stations, several bookstores, and supermarkets.

You can also buy season passes to access considerable discounts such as 40% off on travel costs during off-peak hours and at weekends. Go to <https://www.ns.nl/en/season-tickets> or <https://www.ns.nl/abbonementen>.

Family



school



Your international Career at Tilburg University **16**

Career support for your spouse

ESI (Expat Spouses Initiative) is a community that has built a trusted network of locals, internationals, and employers in the region to help partners of expats integrate into the Dutch labor market. ESI is based in Eindhoven. Spouses of employees who have moved to Tilburg from abroad can expect support in building a new network and are able to attend all kinds of network events. [ESI](#).

Childcare

Depending on your wishes and the age of your children, you can opt for a local, a bi-lingual, or an international school. Small kids will be welcome at [Unikids 2.0](#), a daycare center next to the Tilburg University Campus and Tilburg University train station. The language used with the children is Dutch, but communication with the parents is in English. If you meet the fiscal conditions, you may be able to reclaim part of the daycare costs as a tax refund.

In addition, you can consult the national registry for daycare facilities.

[childcare](#)

Applying for Child Benefit

Residents of the Netherlands with children under the age of 18 receive an allowance for each child. The allowance is paid each quarter. If your child is born in the Netherlands you do not need to apply for this benefit, application is automatic when you report the birth at the municipality. If you moved to the Netherlands from abroad with a child, we advise you to apply for Child Benefit (kinderbijslag) at the government agency [SVB](#) (Social Insurance Bank).

The Dutch educational system

In the Netherlands, you will find a huge range of schools to consider when enrolling your child into the Dutch education system, including international schools and bilingual schools, many of which are subsidized.

Education is compulsory in the Netherlands. This obligation applies to children of all nationalities aged 5 to 18 who are residents in the country. From the age of 5 for 12 years, children are under a mandatory full-time education obligation (until the age of 16), plus one or two years of part-time education until the attainment of a diploma (until the age of 18).

In the Netherlands, however, most children start primary school (basisschool) the day after their fourth birthday, with many children transitioning from child-care or preschool centers.

In the Netherlands, children from the age of 4 to 12 go to primary school, where they receive their education in heterogeneous groups. The main subjects are language and math, and, on top of that, pupils are offered a wide range of subjects to prepare them for their secondary education and to help them find their place in the society in which they are growing up.

In the final year of primary school, the school gives a recommendation of the level of education that the child can attend at secondary school. They do this by reviewing the tests and reports of the pupils of the last couple of years of primary school. This recommendation must be followed to be able to enter into secondary education.

Generally, schools in the Netherlands offer high-quality education. In the renowned global Pisa/OECD (2012) rankings for 15-year-olds, the Dutch education was graded “above average” for mathematics (10th) and ranked 15th for reading and science.

In any case, by law, all schools in the Netherlands are obliged to start teaching English as a subject in group seven (at the age of 10) at the latest. An increasing number of schools, however, start teaching English earlier, sometimes even as early as group one. You can also find primary schools that teach French, German, or Spanish. [Read more](#)

Bilingual schools in Tilburg

In Tilburg there is one bilingual school. Bilingual means that, besides Dutch, the regular subjects are taught in English. In secondary education, Dutch is still the main language of study and the language in which the final exams are taken. Therefore, learning Dutch is essential in bilingual schools as well.

In the attached brochure you can read more on a special program for bilingual primary education and a good connecting secondary program.

If you enroll your child in an international school different rules apply. Read more about that on the “International Schools” section.

For more information about secondary schools in the Netherlands, please check this video made by NUFFIC;

<https://www.youtube.com/watch?v=hes7RfuNqvU>

Secondary school Cobbenhagen

College Cobbenhagen is a secondary school. There are 3 levels at Cobbenhagen: junior general secondary education (MAVO), senior general secondary education (HAVO) or pre-university education (VWO). The school has around 950 pupils and is a small school in comparison with other schools with the same range of levels. This means they can pay special attention to students who want to follow a slightly different route than normal. Personalized learning, which was introduced in 2018, will offer far more possibilities to support each child in working at his or her own level and in his or her own manner and this helps them to get their school certificate. Cobbenhagen has a Technology Academy and a bi-lingual stream within the school. The latter is particularly suitable for pupils with an English background.

The bi-lingual stream is not like an international school in which all lessons are given in English. In the bi-lingual stream around 70% of the lessons are taught in English and the rest in Dutch. It is, therefore, an excellent way to develop your English as well as it being a good way to integrate into the Dutch system. All students of the bi-lingual stream have to complete their final exams in Dutch.

International schools

International education in the Netherlands is meant for internationally mobile families. It includes students with Dutch passports returning from a stay abroad, Dutch students planning to move abroad, and expat children with foreign passports who are temporarily moving to the Netherlands with their families. The main aim of an international school is to provide your child with such education that they are prepared optimally for either the transition to English language education abroad or for a possible transition to full Dutch education. An additional aim is to provide your children with adequate knowledge of the Dutch language to enable them to participate in and be a part of Dutch society.

International schools

In the Brabant region there are 2 International Schools. One in [Eindhoven](#) and one in [Breda](#).

Tilburg International Club

The Tilburg International Club (TIC) is a not-for-profit volunteer organization that provides social, educational, and networking activities for expatriates living in Tilburg and the surrounding areas. They also represent the international community for local governmental bodies and aim to encourage positive relations among people of different nationalities.

TIC has approximately 75 (family) members from 31 different countries. A variety of TIC Activities are held in the center of town and many are free of charge to members. For €60 per year the fees cover partners and children participating in club activities. Tilburg University supports TIC and covers the first 2 years of membership fees.

Read more: [TIC](#)

Family immigration

Contact HR services if you have family members who will join you. They may need a permit, especially when you yourself need authorization for a temporary stay. If your family is joining you, HR services needs the following additional information from you:

Bringing your partner

- A copy of the relevant pages of the passports of your partner and/or children.
- A copy of the legal residence permits of your partner and children stating that they have legal residence for at least 3 months (only if you are not currently residing in your home country).
- A copy of your marriage certificate, certificate of partnership,. The statement should not be older than 6 months.

Bringing your (underage) children

- A copy of their passports
- A copy of the children's legal residence permits stating that they have legal residence for at least 3 months (only if you are not currently residing in your home country).
- A birth certificate (see "Birth and Marriage certificate") or, if the child is not your own, legalized proof that you are the lawful guardian.
- If one of the parents is not traveling to the Netherlands with the rest of the family; a copy of the passport of the remaining parent and proof that the parent who stays behind approves of the fact that his/her child travels to the Netherlands.

Formalities, translations, and The Hague apostille

- Your documentation needs to be in either English or Dutch. Contact a registered translator who is recognized by the Dutch authorities so that the translations are official and recognized by the Dutch government.
- Your documentation needs to bear the seal of the Apostille Convention. In most cases, your home country's government can issue the seal. If you do not live in your country of origin, you may need to travel there or have someone help you locally.

Expatriate life in Tilburg, Brabant, and The Netherlands

Your international Career at Tilburg University **22**

Expatriate life in Tilburg

In recent decades, Tilburg has welcomed people from practically every country in Europe and many beyond. All have brought their own culture and customs. The city of Tilburg considers it extremely important that everyone should feel at home in Tilburg.

Tilburg has every possible amenity:

- schools and colleges at all levels,
- high quality healthcare facilities,
- cultural institutions offering something for everyone's taste,
- open spaces for recreation.

Cities Eindhoven and Breda also have an International School for those who opt for an international education for their children.

We hope you can ride a bike, since this is our main means of transport!

International working environment

Tilburg has many expats and knowledge workers, working for large international organizations in and around the city, such as Fujifilm, Bosch, Philips, ASML, Epson, Sony, Jansen-Cilag, IFF, VDT, Coca-Cola, Ericsson, Schenker, Otto, Fabory, to name a few. Over the years, Tilburg has successfully established a link between logistics and modern industry with economic powerhouses such as Tesla, Fuji, and Coolblue settling in the area.

International companies choose to locate in this regi-

on, due to the easy accessibility, high quality of living, and excellent educational institutions. In Tilburg, you will find lots of open spaces, work opportunities, leisure, and entertainment.

Close to Tilburg, you can find **Brainport Eindhoven - Europe's leading top technology region.**

- Eindhoven ranks 3rd as the European city of the future.
- 40% of all Dutch spending on R&D is in Eindhoven.

Settling in this region is easy for both EU & Non-EU citizens. In most cases, you will have arranged formalities and will be ready to start working within two weeks. The **Holland Expat Center South** helps you in this process. The Expat Center is a non-profit governmental agency that helps you arrange formalities free of charge. It offers information and arranges events so that you can meet other people. This way, you will soon feel at home!

Tilburg International Club: A club for Expats in Brabant!

TIC welcomes non-Dutch citizens living and/or working in the Netherlands, who would like to join other expats for social and educational activities, expand personal and professional networks, and introduce partners and children to new people in a relaxed and fun social atmosphere. And the good news is – Tilburg University pays for your first 2 years of your club membership!

Tilburg

What the city of Tilburg has to offer you
Tilburg is the **seventh largest city** in the Netherlands. It has a population of over 200,000, representing many nationalities.

- Tilburg is rightly proud of its reputation as a center of learning: A **student population of over 28,000** makes Tilburg one of the Netherlands' principal educational centers.
- The city has a great deal to offer for young and old, student and visitor alike: a **thriving café and restaurant culture, sports facilities, art films, world-class pop music** at pop center 013, classical music at the Tilburg Concert Hall, and great **contemporary art** at the De Pont Museum.
- Combined with **numerous festivals**, such as the famous Tilburg Fair and Carnival, the Festival Mundial, the Tilburg Ten Miles, and *Tilburg Culinair*, you will enjoy an exciting and fun-filled life.

Leisure

Tilburg is a city in the province of North Brabant and is the 7th largest city in the Netherlands. Tilburg is situated somewhat in the middle of 's-Hertogenbosch, Breda, and Eindhoven. The city is a mix of traditional and modern architecture, from factory houses and villas to sprawling housing estates.

Tilburg is a great place to live. If you want to enjoy city life and be close to nature, Tilburg is the place to be. What does Tilburg have to offer?

Restaurants, events, festivals, nature & more

Carrying the true spirit of Brabant, we can say that the city has many excellent restaurants, bars, theaters, and cinemas. There are plenty of things to do in this vibrant city! Throughout the year, Tilburg hosts multiple events and festivals. Some of the city's most popular events include its music festivals, the biggest funfair in the Benelux, and Festival Mundial. With over 700 events per year, Tilburg is the event city of the Netherlands! Tilburg has everything that makes a Dutch city attractive, like picturesque street scenes, some nice urban industrial areas (stationszone), creative shops, and trendy restaurants. Like any Dutch city, Tilburg also has a fair number of Museums. There are these 3 museums worth visiting - Natuur Museum, Museum de Pont and the Textiel museum.

You will also find a special zoo and a beautiful theme park just outside Tilburg, both worth visiting.

Just a few minutes from Tilburg you can visit the famous, beautiful natural environs of Safari Park Beekse Bergen, you can go on a safari through nature and come face-to-face with wild animals on an educational and unique trip through the Beekse Bergen, a delight for the kids and adults alike!

Also near Tilburg, you can find the “Efteling,” a beautiful theme park, where you can experience enchanting moments for the littlest ones, the whole family, or real daredevils. Please check their website: <https://www.efteling.com/en>

Public library

Coffee, international press, and free internet

The Public Library is a wonderful resource when you are new in town. The Tilburg Public Library is located in Lochal, Burgemeester Brokxlaan 8-88, in the heart of the city center. Plan a visit to see how welcoming and easy it is to have a coffee while skimming through your favorite magazines or newspapers (ranging from The Economist to Vogue, El Pais, Le Monde, Financial Times, and Dutch press). Most libraries in the Netherlands have an open plan structure and a café where you can sit as long as you want. Internet is also a free public service available on site.

Babies and children

Children are eligible for a free subscription as soon as they are born until they are 18 years of age. In addition, babies are eligible for a “book start” gift, which consists of a small orange briefcase with a few age-appropriate books. You can claim your gift as soon as you sign up your child for a free subscription. Bring your own Dutch residency card to apply.

The library is also a place where you can play with your baby or toddler. Find the designated children's areas and enquire about the local event calendar for book readings. The Tilburg Library also has a human-sized chessboard for older children and adults.

Adult subscriptions

Annual subscriptions for adults start at €45 (as of June 2019). A standard annual subscription at €64 offers a free partner pass for a member of your family living at the same address. Enquire about the DVD movies, gaming, music, and book collections. Some extra fees may apply.

Read more about the city of Tilburg

For an updated pricing list visit the library website:
[Library](#)

A place to meet and learn Dutch

Enquire about conversation groups for meeting other people and practicing your Dutch language skills. For example, the Eindhoven public library offers free conversation groups once a week (Taalcafé). You can also borrow language study books from the library.

A Quiet Place to Work

The library is also a place to work on your own projects if you need a desk and an internet connection. In addition, the library also rents out meeting rooms for events or business meetings.

Read more about the city of Tilburg on these websites:
[Tilburg](#)
[VVV](#)

Hub Expat Center

The Hub Expat Center is a great resource for the Expats. The Holland Expat Center South provides support with all the procedures and the information that you would require to settle into your new living (and working) environment. You can get general information about everything you need to know to settle down in The Netherlands:

- Housing,
- Settling down formalities,
- Healthcare,
- Taxation,
- Personal & social needs,
- Education or career,
- Cultural events for the expat community.

The Netherlands

The Dutch have always reached out to the outside world and have an entrepreneurial & open mindset, with the Netherlands historically being a center of trade.

To help you understand Dutch society and its people a bit, we have listed some stereotypical Dutch characteristics: an egalitarian & informal society, always looking for consensus, living by the diary, reliable, direct, cutting to the chase, in favor of taking a lot of time off, modest, and always looking for a bargain.

Some links to good websites with information relevant for your stay in the Netherlands are:

- [expatica](#)
- [expatcenter](#)
- [euraxess](#)
- [reallydutch](#)
- [livelife](#)
- [iamexpat](#)

Cycling in the Netherlands

Cycling is a part of the daily life. The Netherlands counts about 16 million people who own approximately 25 million bikes. The Dutch use their bicycles as means of transportation rather than just a recreational sport. The moderate climate, the short distances, and the flat roads, all serve to make bicycles a logical means of transport. Add to this the beautiful scenery and about 35.000 km (21.750 miles) of specially designated bicycle paths and routes, and you will understand why cycling is not only practical, but also very enjoyable.

Some rules for riding your bicycle:

- Give way to all traffic approaching from the right-hand side, unless signposts state otherwise.
- It is essential that you stay within the bicycle lanes marked on the street.
- You should signal with your arm, if you are planning to turn left or right.
- Cycling side-by-side (maximum 2 persons) is only allowed if other traffic is not inconvenienced.
- Lights are compulsory in the dark.
- Cyclists are not allowed on motorways!

Some tips on renting a bicycle (short or long term):

- Rent/Lease a bicycle per month (including services) at [Swapbike](#)
- OV-FIETS (Public transport bicycles) bicycles are available at more than 275 locations throughout the country (approximately 100 towns/cities). [Public transport Bicycles](#)

Some tips on buying a bicycle (new or second hand):

- You can buy bicycles from a shop or online, google 'fietswinkel'! There are many online sellers.
- You can also find a suitable bicycle at the Dutch eBay: [The Dutch eBay](#)

Bike shops on or near campus:

- Save a Bike, Professor Verbernelaan 80a, 5037 AJ Tilburg, 013-591 2834
- Tilburg Fietsen, Professor de Moorplein 283, 5037 DP Tilburg, 013-5912691

Locks and bike parking:

Unfortunately bicycle criminality is a reality. Bikes get stolen when you don't lock them properly (also possible even if you do!). So a good lock is important, and, if you buy a new bike, you should consider a bicycle insurance. But it is essential to have a good lock for the bicycle. You can also park your bike in guarded bike parking, there are several in the city center and on campus we offer locked bicycle sheds.

Do not buy a stolen bike! You can check the serial number (if available) at: [stoppheling](#)

Tax insurances and financial matters

Digital Identity: DigID

DigID stands for Digital identity. Using your DigID, you can log into the websites of government agencies and the healthcare sector. The DigID can be used for making appointments, applying for benefits, signing tax forms, applying for a health insurance, etcetera. It is advisable to apply for this because many governmental bodies use this for their online services.

Applying for a DigID

The application process involves a number of steps:

- Go to [digital identity](#)
- Click on “aanvragen”
- Fill out your details and choose your username and password

The username: at least 4 characters long, may contain underscores and/or hyphens. The password consists of at least 8 digits at least 1 small letter, at least 1 capital letter, at least one number, and at least one special sign: - ! \$ % & ' . / : < = > ? @ \ [] ^ _ ` { | } ~. Please note that it cannot hold your username. Do not forget to write down the username and password you have entered. Without it, it cannot be activated later on in the process. You will also need your cell phone (for additional security) and your Dutch Citizens Service Number (Dutch: BSN or burgerservicenummer).

- You will receive an activation code within 5 days by regular mail (note that for security reasons DigID uses blank envelopes with no government logos).
- You can activate your DigID with the activation

code (within 2 weeks), your username, and your password. To do this, you will need to visit www.digid.nl again and enter your code (code invoeren).

Insurances

There are many types of insurances of which some are compulsorily in the Netherlands (national health insurance (basisverzekering) and motor vehicle liability insurance (WA-verzekering). Other private insurances are life, travel, car, legal aid, household goods, valuables, and liability. Tip: ABN AMRO bank has most of their products available online in English. Check: <https://www.abnamro.nl/en/personal/insurance/index.html>

Taxation

By moving to the Netherlands, you will generally attain resident taxpayer status. This means that you will be paying income tax and social security contributions. If you are an employee, the employer will withhold these contribution and taxes from your gross salary and pay it directly to the Dutch tax office.

Sometimes, in cases for which you have additional income (freelance, investments, scholarships, et cetera), or deductible expenses (charity contributions, study expenses, mortgage, alimony, et cetera) you might have to report and pay additional taxes or receive something back. It could also be that the tax office sends you the famous “blue envelop.” If that is the case, please do not ignore this letter because it may hold important information or an invitation to do your taxes. If you do not respond this may lead to a penalty (after a few reminders).

The Dutch government also provides several kinds of financial contributions for citizens and residents, mostly via the Belastingdienst (Dutch tax office). The benefit (toeslagen) system is designed to support people by helping them cover basic living costs such as rent, health insurance, childcare, and raising children.

To assess whether or not you have to pay tax or qualify for allowances, you often need expert help (tax advisor). Every year the university organizes a tax seminar to inform you about the Dutch income tax system, provide some general advice, and direct you to tax advisors (these services will be at your own expense).

Tax treaties

If you receive income from different countries, tax is levied on that income by multiple countries. If you have capital in another country than the one in which you reside, you will also be confronted with this issue. If tax is levied on the same income or capital by more than 1 country, this is called double taxation.

To avoid that you pay tax on your income or your capital more than once, the Netherlands has concluded tax treaties with a considerable number of countries. A tax treaty is an agreement between 2 countries regarding which of the two has the right to levy tax on certain income. The contents of the treaties are not the same for every country. To know what the exact consequences are for your tax levy in the Netherlands, please read that treaty.

If the Netherlands has not concluded a tax treaty with your country, the Double Taxation (Avoidance) Decree (2001) applies. Applying to this Decree will also result in the avoidance of having to pay double taxation.

What is the tax year?

The Dutch tax year is equal to the calendar year.

Do I have to file taxes?

If you receive source income from the Netherlands or abroad you have to file a tax return in the Netherlands if:

- you have received an invitation to file a return; or
- you have NOT received an invitation to file a tax return, but you had income to which the Netherlands has the right to levy taxes based on your residence status; the income has not already been provisionally taxed by the Netherlands; and the tax owed to the Netherlands is more than €45;
- you can also file a return if you have not received an invitation to file but you expect a refund of more than €14. You can receive a refund for up to 5 years previously.

Which tax form do I need?

Regular tax return form (P) or online when you lived in the Netherlands the entire year and did NOT migrate to the Netherlands in the applicable tax year. For the online tax return you need a DigiD.

Do you live outside the Netherlands and are you a non-resident taxpayer? You can file a tax return with

a user name and password from March 1 onwards. Otherwise you can apply for a paper form called the C form.

If you migrated to the Netherlands during the tax year (also when this happened on January 1), or you lived part of the year abroad, you must use an M Form.

When do I file taxes?

If you are a non-resident taxpayer, you have to file your tax return prior to July 1.

The online and paper tax forms are generally available from March 1 onwards.

If you file a tax return before April 1, the tax office will reply to you within 3 months after you have filed the tax return.

You can also file a return if you have not received an invitation to file but you expect a refund. You can file any time up to 5 years after the applicable tax year.

Postponement for filing a tax return

If you have to file a return for income tax but are unable to do so, you may request a postponement. You must, however, do so in time. How to request a postponement? You may request a postponement in writing or by phone. The tax office must have received the letter before the tax return deadline. This date can be found in your invitation to file a tax return. If you have to file a tax return before July 1, you may be gran-

ted a postponement until September 1.

Contact the tax administration

At the special helpdesk phone number for non-residents +31 55 538 53 85, they will be able to answer your questions in English.

Healthcare and other benefits

Healthcare allowance, children daycare, housing benefit, child benefit (Kinderbijslag)

Below, you will find a description of the most important allowances and benefits. You can also find information on: [Tax office](#)

Healthcare allowance

If you pay Dutch healthcare insurance premiums and earn less than approx. €28.000 per year (for couples €40.000) you could qualify for an allowance (up to €800 per year). With your DigiD you can apply for this benefit.

Childcare allowance

This is an allowance to compensate part of the expenses of registered childcare centers. Almost every employee will qualify for this if you are a couple and you both work or study. The amount of the allowance depends on your income and that of your partner. Please check the tax allowances website (see above) for details whether or not you qualify.

Housing benefit

This is a benefit that you are entitled to when you rent an independent house/apartment. You can qualify for this allowance if the rent is less than €710 per month and your income below €22.000 (for couples €30.000).

Children budget allowance

This allowance, which is additionally to child benefit (kinderbijslag), is generally applicable for single pa-

rents or when you are co-parenting.

Child benefit (kinderbijslag)

Residents of the Netherlands with children under the age of 18 will receive an allowance for each child. The allowance is paid each quarter and amounts to approx. €220 to €315 per quarter for each child. If your child is born in the Netherlands you do not need to apply for this benefit. When you have moved to the Netherlands from abroad with a child we advise you to apply for this benefit at: [child benefit](#)

Submit any changes in time

Is there a change in the data used to calculate your benefit, such as your income? In that case, you have to submit this change to the tax office. This is very important otherwise you end up paying back all the allowances

30% tax facility

If you come to work in the Netherlands, you are possibly confronted with extra costs, so-called extra territorial costs. You and your employer can make a joint application at the tax office for the so-called 30% tax facility. If granted, the employer is allowed to compensate 30% of your wages as a tax-free reimbursement.

If you want it to start on the date of entering into employment, the application for the 30% tax facility must be filed within four months from the start of your employment in the Netherlands. This tax facility is available solely for employees who used to live at a distance of more than 150 kilometers, in a straight line,

from the Dutch border for more than 16 months in the 24-month period prior to their first working day in the Netherlands. There are some exemptions for people changing job who already make use of the 30% tax facility and for people who have stayed in the Netherlands for PhD trajectories.

You also need to have specific expertise (salary threshold or specific job descriptions (for scientific staff)). The total duration of this tax facility is 5 years (of which earlier employment periods and staying periods in the Netherlands will be deducted). After the start of your employment at Tilburg University, the HR Division will start up the application process.

Partial non-residency

If you are eligible for the 30% tax facility, you may also opt for partial non-resident taxpayer status. In that case, you will be regarded as a non-resident taxpayer for part of your income. This may result in a tax advantage (no taxation in box 3 (wealth tax) and foreign dividend tax for >5% shareholding).

Exchanging driver's license

Another advantage of this facility is that you (and your family members) can apply for a non-EU driver's license without having to do a Dutch driving test. You will need to bring the following items to the municipal office for driving licenses:

- a copy of the approval of the tax authorities for the 30% tax facility,
- your passport and/or residency permit,

Pension ABP

- certificate of fitness,
- passport photograph in color,
- your valid foreign driver's license (and proof you lived in the country of issuing at the time you obtained the license)

Links:

[tax](#)
[SVB](#)
[Digital Identity](#)
[salary and tax](#)
[expat center](#)

You will accrue a pension with the ABP Pension Fund for which contributions are made by you and your employer. ABP also offers a partner pension, survivor's benefit, and supplementary pension schemes. Your accrued pension remains in place until your retirement, even if your employment with the university is terminated.

Within two months of your entry into service, you may request the ABP to transfer previously accrued pension benefits to the ABP Pension Fund. However in most of the situations this will only be possible if you have accrued a pension with another Dutch pension fund.

What about your pension at ABP

Let us first explain the Dutch pension system to answer that question. The Dutch pension system is made of two major tiers. The first tier consists of a state pension provision (AOW, old age pension). The second tier consists of company pension provision, accrued via one or more employers. The aim of company pension schemes is to supplement the state pension (AOW) to a level at which the final pension equals 70% of the salary you used to earn.

Every resident and every employee in the Netherlands accumulates approx. 2% AOW entitlement each year between the ages of 15 and 67. As an expat employed in the Netherlands, you too will accumulate these AOW entitlements when you work for a Dutch employer or have lived here. When you leave the Netherlands, these accumulated AOW rights are retained. However AOW payments are only made to countries with which the Netherlands has a treaty. See: [old age pension](#) The pension provisions that you pay into a

Dutch pension fund will be deducted from your salary. These provisions are marked on your salary slip with abbreviations such as ABP, OP/NP, etc. These deductions (about 7.5 % of your gross salary) will take place before taxation, which means that the salary that will be taxed is lower than your actual gross salary. Besides your own contribution, the employer also contributes into the Dutch pension fund. The employer's contribution is about 17% of your gross salary. These percentages change annually and are influenced by consumer prices, capital gains, and interest indexes.

What happens to my pension if I leave the Netherlands?

This will be the situation in most cases. If you have saved pension with the ABP, they will start periodical pension payments to you at the legal retirement age (currently going up to 67). If you leave the Netherlands, it is very important to keep the ABP informed about your current address.

In case you receive a retirement pension from the ABP and live abroad it is good to check if the Netherlands has a tax treaty with your home country. To avoid double taxation, there is often an agreement in this tax treaty regarding which state has the right to levy taxes on your pension.

Can I transfer my foreign pension savings to the Dutch pension fund or vice versa before I retire?

National pension systems generally do not facilitate a smooth connection if you move abroad. Therefore, it is often not possible to transfer your pension savings internationally. Each country, whether a member of the European Union or not, has its own set of rules.

Buying a house, mortgages

In the European Union, the Netherlands is one of the few (member) countries where specific rules for international transfers or transition apply. However, all international transfers of pension benefits accumulated in the Netherlands to a foreign country are subject to stringent and various legal and fiscal conditions. Tax authorities do not always approve of an international transfer. This has to do with the fact that, in most cases, pension is saved tax-free and levying of tax takes place on retirement.

In case you still want to try an international transfer, the first step is to ask your foreign pension fund if they are willing to cooperate in an International Value Transfer. The ABP has developed a manual that could help you with this process. This manual is available here: [Pension](#)

When I am insured at the ABP how do I know how much pension I will receive?

You can find information on your retirement pension (both the state pension as well as the ABP pension) on this website: [my pension](#) (Dutch only, DigID required).

Specific information about your ABP pension will be provided to you by the ABP every year via the annual pension overview. You can also log in to [ABP](#)

Besides retirement, does the ABP provide other pensions?

Besides saving for your retirement, at the ABP, you also save for a pension for your surviving relatives

(spouse, children) and for a decent income in case of disability.

Regarding your spouse, it is important to know that your spouse will be automatically insured if you are married or have a registered partnership (under Dutch law). Make sure that the registration of the marriage or registered partnership is properly done at the Dutch municipality. If your spouse lives abroad it is important to notify the ABP of your relationship. When you live together with your partner (unmarried cohabitation), it is important that you notify the ABP of your relationship.

Your children will receive an allowance until the age of 25

Your children receive a monthly pension or a one-off pension payment when one or both parent pass away. Adopted children, stepchildren, or foster children are also entitled to a survivor's benefit. But only if they are part of the family and you contribute to the costs of their livelihood.

What happens if I become disabled for work

In case you become disabled for work you will continue to receive an additional pension to supplement your disability benefits. The amount may vary and depends on your previous income. There are possibilities to conclude an extra insurance if you become disabled for work.

Buying a house could be a good option after you have fully settled. Here you will find some interesting information, which can help you decide.

[buying-a-house](#)

Human Resources information

To help you get off to a good start, we have summarized some of the things that may help you.

As soon as you start your employment, you will get access to the intranet and you will find comprehensive information on the matters, which could be important to you. The HR Service Center is always willing to help you.

Some relevant information for new employees:

Welcome lunch with the Executive Board

Regularly, Tilburg University organizes a welcome lunch for new employees. On this occasion, you will be invited for lunch with the Executive Board. This meeting is an excellent opportunity to exchange ideas with our Board and meet other new employees. You will receive an invitation for this meeting. If you did not receive an invitation, please feel free to contact the HR Division via e-mail to: hrpolicy@tilburguniversity.edu

Collective Labour Agreement

The Collective Labour Agreement (CLA) is an agreement with representatives of the employees of Dutch universities (unions) and the employers Association of Universities in the Netherlands (VSNU). In this agreement the most important employment conditions are set out at a national level. It also gives information what should be arranged at a local level. The CLA of the Dutch universities is part of your employment contract and contains (among others) provisions related to salary, holiday leave, parental leave, and other topics. Read more: [Collective Labour Agreement](#)

Options Model

Tilburg University provides its employees with an monthly budget that they may use for certain expenses. The Options Model allows you to mix and match benefit modules that work best for you (and your family). For example, one individual might choose reimbursement for an internet connection at home, whereas, another might prefer to make use of the bicycle plan. The Options Model can also be used for expenses incurred for working outside your country of origin. Examples of these so-called “extraterritorial costs” are travel expenses, fees for obtaining required documentation, language courses, and fees for international schools.

Collective pension and (group) insurances

You will accrue a pension with the ABP Pension Fund for which contributions are made by you and Tilburg University. The ABP also offers a partner pension, survivor's benefit, and supplementary pension schemes. Your accrued pension remains in place until your retirement even if your employment with the University is terminated.

A large number of private insurance policies can also be taken out, such as health insurance and occupational disability insurance.

On-campus childcare

Childcare Center Unikids 2.0 is a special daycare center situated at the Abdij van Bernestraat 199 (next to the campus) for children of Tilburg University students

and employees. The nursery has 3 groups for 12 to 14 children from 0 to 4 years old. The language used with the children is Dutch, but English-speaking parents will be addressed in English. More information: [Unikids](#)

Professional and personal development

Tilburg University is committed to promoting the professional and personal development of its employees and offers excellent training facilities. For more information contact your supervisor.

Culture, events, and sports

We strongly advise our foreign employees to become a member of the Tilburg International Club (TIC). The university will finance the first two years of your and your family's memberships. TIC organizes all kinds of enjoyable social and educational events that contribute to a close international community.

In addition, there is a very active personnel association, Unifriends, which organizes many events for its members, such as city trips, bicycle trips, and creative courses. Joining this group is a fun way to meet a wider circle of co-workers.

You also have the opportunity to participate in the dynamic campus life at Tilburg University. Academic Forum regularly organizes lectures, debates, exhibitions, culture courses, talk shows, movies, and music performances.

Tilburg University also supports staff sports. You can

participate in all kinds of sports such as tennis, volleyball, and Tai Chi. Opening hours are such that you can go for a good workout early in the morning and start your day with plenty of energy!

Language

It is a big step, moving to another country, another culture, another language. To help you get started, we offer you the opportunity to learn some Dutch by following the course Dutch for expats offered by Tilburg University.

Both Dutch and English are spoken extensively at the University. The Language Center offers a wide range of courses aimed at improving oral and written language skills.

There is a Dutch language course for those coming from abroad. The course is designed to help you develop and improve fluency in Dutch so that you can get by on a day-to-day basis in the Netherlands. Grammar and vocabulary lessons concentrate on everyday situations, such as shopping, getting medical help, traveling, work, and topics of general interest. Basic reading and writing skills in Dutch are also part of the course. If you came to the Netherlands with your partner, he or she may also be interested in the Dutch course.

Dutch as a Second Language (NT2)

Do you have a degree and would you like to learn Dutch or improve your Dutch? Then you are at the right place at the Language Center. You can choose from a wide range of courses. Our intensive program trains you to reach the level of the Dutch State Exam NT2, program II, within a year, and we offer in-depth

courses to perfect your Dutch or you can learn how to survive day-to-day through our Social Dutch courses. Especially for our own expats, we have designed a training course called Dutch for expats. This course is designed as follows:

- geared toward highly-educated non-Dutch speakers who speak little or no Dutch,
- emphasis on day-to-day language use,
- practical vocabulary and basic grammar,
- objective is survival skills in day-to-day life,
- three-hour classes once a week.

An intensive summer program is also available (daily classes for three weeks).

The Language Center offers more extensive training courses. Check their website for more info: [language](#)

Learning Dutch at the community center

Many of the Tilburg residential areas have so-called community centers (Wijkcentrum). These are mainly run by volunteers and they offer Dutch language courses as well. The TWERN is the organization that coordinates these efforts. Please check their website (Dutch only) and contact them for your options: [language activities](#)

See you at Tilburg University