

## HOW TO APPLY ?

To be eligible for one of our dorms or studios, you must first make sure that you meet all of the following criteria:

### Eligibility criteria

#### Student status

You must be permanently enrolled (not pre-enrolled) as a student at VUB, for at least 45 ETC.

#### Age

You must be under 26 years of age at the time of registration.

#### Maximal rental period

Unless an exception is made, a property managed by the SVKS may not be occupied for more than 7 consecutive years. After these 7 years, the rental agreement cannot be renewed, even if the tenant is still a student. If a former tenant reapplies to SVKS, they may not have been a tenant for more than 7 consecutive years. Exceptions may be granted in the context of studies lasting longer than seven years. Such requests must be submitted in writing to the SVKS and accompanied by supporting documentation.

#### Income

Your income must not exceed the income limits set for social housing. The income taken into account is, in principle, the income from the reference year. For an application in 2026, this will be your income for the year 2023.

SITUATION	MAXIMUM ANNUAL INCOME IN 2026
Single person	€28.955,17
Household with one income	€32.172,44
Household with two (or more) incomes	€36.768,55
Supplement per dependent child	€2.757,64
Supplement per person with a disability	€5.515,25

These amounts refer to the annual taxable income as stated on the official tax assessment notice of the persons concerned (your own income if you are independent, or your parents' income if you are financially dependent). If your family's income at the time of application is lower than that of the reference year, your current income will be taken into account. You may therefore also provide details of your current income.

#### Financial guarantees

You must:

- ✓ either have your own income (through employment, a scholarship, a blocked student account managed by your university or college, OCMW/CPAS support, or unemployment benefits with exemption for study),
- ✓ or be financially dependent on your parents.


If your income comes from employment, we require a guarantor - someone who can vouch for you financially. This person must reside in Belgium.

## Completing the application


If you meet all these criteria, please complete the application form of 2026 (attached), date and sign it. You can send your application directly to SVKS or request priority processing from VUB Social, Legal and Financial Support.

Documents about yourself:

- ✓ Official proof of enrolment at the VUB for the 2025–2026 or 2026-2027 academic year
- ✓ Certificate of family composition, issued less than three months ago
- ✓ Proof of income (such as the tax assessment notice, attestation from the OCMW/CPAS, unemployment certificate, and salary slips for the past six months) — only if you have no dependents and provide for yourself financially
  - ⇒ If you have applied for a living allowance (leefloon) but the OCMW/CPAS is waiting until you have a fixed residence, please include the acknowledgement of receipt of your application and the contact details
- ✓ Copy of the front and back of your valid identity card

 If you are financially dependent:

- ✓ A copy of the personal income tax assessment notice for 2023 or proof of income for the year 2025
- ✓ Copy of their identity card
- ✓ Recent certificate of family composition (or family record book, if you reside in France)

 If you are required to provide a guarantor (see explanation above):

- ✓ Copy of the guarantor's most recent tax assessment notice (income declaration)
- ✓ Copy of the guarantor's identity card
- ✓ Annex 32, only if you hold an Annex 15 and your guarantor is not an immediate family member

## Important information

Your file will be validated and placed on our waiting list once it is complete.

Given the high number of applications, we cannot guarantee a specific waiting period before a housing offer can be made.

Minimum rental period: student lease of one year, renewable if you continue to meet the eligibility conditions.

Individual occupancy only: no accommodation for flatmates or families


Furniture: the accommodation is unfurnished

 Indicative prices:

Studio: €370.00 + €150 in additional charges → Total +/- €520/month


Room: €210 + €150 in additional charges → Total +/- €360/month

## Sending your application

Please send all documents together in one email, in PDF format only, to the following address:  info@aise-svks.brussels

 Contact

Our team is available by phone from Monday to Friday, 9:00 a.m. to 12:00 p.m.

 +32 2 201 33 10

The agency is closed on weekends, public holidays, and the last week of December.