

# ■■ Netherlands Highly Skilled Migrant (Kennismigrant) Document Checklist

For HR managers and global mobility teams — all documents required for a compliant IND Kennismigrant permit application. Tick each item as you collect it.

**CRITICAL**

Required in all cases; application blocked without it

**REQUIRED**

Required in most cases

**CONDITIONAL**

Required only in certain situations

## ■ EMPLOYER DOCUMENTS

The sponsoring company (recognised sponsor / erkend referent) submits all documents digitally via the IND Business Portal.

- 01 **Recognised Sponsor (Erkend Referent) Confirmation**  

**CRITICAL**

Active IND Business Portal account with erkend referent status. Must be confirmed before any application is filed.
- 02 **Signed Employment Contract**  

**CRITICAL**

Must state gross monthly salary explicitly. Contract language must be Dutch or English (other languages need sworn translation).
- 03 **Appendix Authorisation & Sponsorship Declaration (IND Form 7621)**  

**REQUIRED**

Required when application includes accompanying family members. Must be signed by both employer and employee.
- 04 **Proof of Salary Compliance — Payslip or Offer Letter**  

**REQUIRED**

Official letterhead or payroll export showing gross monthly salary. Must match the employment contract exactly.
- 05 **Chamber of Commerce (KvK) Extract**  

**REQUIRED**

Issued within 3 months of application. Official digital extract from kvk.nl.
- 06 **BIG Register Confirmation**  

**CONDITIONAL**

Healthcare roles only. Required for employees working in regulated Dutch healthcare professions under the BIG Act.

### 2026 minimum salary thresholds (gross monthly)

Age 30 and over	<b>€ 5,942 / month</b>
Under 30	<b>€ 4,357 / month</b>
Recent Dutch graduates	<b>€ 3,122 / month</b>

*Holiday allowance (vakantiegeld, 8%) is excluded — use fixed gross monthly salary only.*

## ■ EMPLOYEE DOCUMENTS

Documents your employee provides to the sponsoring company for inclusion in the IND application. Foreign civil documents must be legalised (apostille or full legalisation) and in Dutch or English — or with a sworn translation.

- |                          |    |  |                    |  |
|--------------------------|----|--|--------------------|--|
| <input type="checkbox"/> | 01 | <b>Valid Passport — Copy of All Relevant Pages</b>               | <b>CRITICAL</b>    | Colour scan of bio-data page + all pages with stamps or visas. Must be valid beyond the permit end date.   |
| <input type="checkbox"/> | 02 | <b>Antecedents Certificate — IND Appendix 7601</b>               | <b>CRITICAL</b>    | Required if the employee has criminal antecedents to declare. Signed by the highly skilled migrant. Download from ind.nl.                                    |
| <input type="checkbox"/> | 03 | <b>Recent Passport-Sized Photographs (x2)</b>                    | <b>REQUIRED</b>    | 35x45mm, white background, full face, no glasses, taken within 6 months. Brought to the biometrics appointment — not uploaded digitally.                     |
| <input type="checkbox"/> | 04 | <b>Tuberculosis (TB) Test Commitment Confirmation</b>            | <b>REQUIRED</b>    | Acknowledged in the IND online form. Exempt nationalities are listed on ind.nl. Test is arranged by the GGD after arrival.                                   |
| <input type="checkbox"/> | 05 | <b>MVV Entry Visa Application (Provisional Residence Permit)</b> | <b>CONDITIONAL</b> | Required for employees outside the Schengen Area without a valid Schengen residence permit. Filed as the TEV combined procedure by the employer.             |
| <input type="checkbox"/> | 06 | <b>Academic Diploma or Degree Certificate</b>                    | <b>CONDITIONAL</b> | Required only when applying under the reduced salary threshold (€3,122/month) for recent Dutch university graduates. Apostille + sworn translation required. |
| <input type="checkbox"/> | 07 | <b>Marriage / Civil Partnership Certificate</b>                  | <b>CONDITIONAL</b> | Required if including a partner in the application. Must be legalised and sworn-translated if not in Dutch, English, French or German.                       |
| <input type="checkbox"/> | 08 | <b>Parental Permission &amp; Custody Documents</b>               | <b>CONDITIONAL</b> | Required when a minor child born abroad accompanies the employee. Includes signed permission from the remaining parent + legalised custody documents.        |

### Need a tailored checklist?

This PDF lists document names only. For salary threshold verification, country-specific legalisation rules, MVV guidance, and a pre-submission document review, talk to the Jobbatical team.

[jobbatical.com/book-a-demo](https://jobbatical.com/book-a-demo)

## Top IND Rejection Causes — Prevent These Before Submitting

- Employer not a recognised sponsor (erkend referent)
- Salary below the 2026 IND threshold for the employee's age group
- Salary stated as annual or net — must be gross monthly
- Passport expires before the permit end date
- Missing or incorrectly signed IND Form 7621
- Foreign civil documents not apostilled or fully legalised
- Antecedents form (Appendix 7601) missing when it applies
- Role description inconsistent with recognised sponsor registration

## Key Facts — Netherlands Kennismigrant Permit 2026

<b>Processing time</b>	~2 weeks for recognised sponsors (straightforward cases)
<b>Application fee</b>	€345 initial · €225 change of purpose — paid by employer via IND Business Portal
<b>Permit duration</b>	Up to 5 years (tied to employment contract duration)
<b>Labour market test</b>	Not required — no DWCA test for recognised sponsors
<b>TB test</b>	Required for most non-EU/EEA nationalities — exempt list at ind.nl
<b>Biometrics</b>	Employee attends IND desk or municipality appointment after arrival in NL
<b>30% tax ruling</b>	Many Kennismigrant holders qualify — see <a href="https://jobbatical.com/services/netherlands-30-ruling">jobbatical.com/services/netherlands-30-ruling</a>
<b>Permanent residence</b>	Possible after 5 continuous years of legal residence (subject to civic integration)

**Disclaimer:** Document names only — no country-specific or salary-threshold guidance included. Requirements may change without notice. Verify current IND rules at ind.nl before submitting. Not legal advice. For a complete tailored checklist and professional support: [jobbatical.com](https://jobbatical.com)