

contact

telephone:

Fax:

www.parentia.be

your letter

your references

our references

Child benefit after compulsory education - Students **Academic year -**

After 31 August of the year in which he/she turns 18, a young person can only be entitled to child benefit if he/she is in education or training or if he/she is registered as a job-seeker. By means of this form we examine whether the young person meets the conditions.

The person who receives the child benefit must fill in the form every year.

If you do not provide us with the information within the set period, we must reclaim the child benefit already paid and/or stop payment of the child benefit.

Did the young person graduate or end his studies?

Fill in FORM A and send it back to us.

The young person who is no longer studying must **register immediately as a job-seeker** in order to still be entitled to **child benefit during the occupational integration period (previously called waiting period)**.

A young person who is unable to register as a job-seeker due to illness, or who becomes ill during the period of occupational integration, must then (re)register as a job-seeker within 5 days after the period of illness in order to still be entitled to child benefit. Even if the young person immediately starts working after the period of illness, his registration as a job-seeker is required.

Is the young person in school in an educational establishment of the Flemish or German-speaking Community?

Fill in FORM A and send it back to us. In most cases, we receive information about the studies directly from the Flemish or German-speaking Community.

Is the young person in school in an educational establishment of the French Community?

Fill in FORM A and send it back to us.

Ask the educational establishment to fill in **FORM B** and send it back to us or send us the (printed) certificate of the educational establishment.

If it concerns higher education, the certificate must be in our possession **at the latest on 15 December**; for other education as soon as possible. Otherwise we will no longer be allowed to pay child benefit.

Is the young person in school outside Belgium?

Fill in FORM A and send it back to us. For studies within the European Economic Area, you will receive another form E402, otherwise a form P7int.

For foreign studies in the context of a **European project** (e.g. Erasmus), we usually receive the information directly via the Flemish or German-speaking Community. For students of the French Community, you must have **FORM B** filled in by the Belgian university or college or attach the certificate of that school or university.



! Immediately report any changes in the young person's situation. This prevents the child benefit from being paid too late or from having to reclaim child benefit that has been wrongly paid.

Let us know if the young person, during the course of the school or academic year

- works more than 240 hours per quarter (also on a self-employed basis or outside Belgium),***
- is in part-time education and has a gross monthly income of more than EUR 551,89,***
- definitively quits studying or following a training,***
- registers as a job-seeker,***
- will study again or follow a training,***
- has submitted his/her thesis or internship report (only in case of an additional year or semester for the thesis or internship report).***

Any questions?

More information about the right to child benefit can be found on pages 3 and 4 and on our website **www.parentia.be**.

We are also glad to inform you about your child benefit record and about child benefit in general. The contact details can be found above.



Until 31 August of the year in which they turn 18, young people are entitled to child benefit.

If they then **study** or follow a **training**, and also during the **period of professional integration**, the child benefit can continue to be paid until they are 25 years old.

What kind of education?

This may involve higher or non-higher education, the latter possibly part-time. Education for social promotion (higher or non-higher), art education or recognised training courses are also eligible.

• In higher education

- If the student is enrolled for at least 27 credits in one or more higher education institutions according to the BAMA structure by 30 November at the latest, he or she is entitled to child benefit for the entire academic year. This is also the case if it is shown that the student started his studies at the latest on 30 November. Proof of the 27 credits must be provided later. **However, the student must remain enrolled for the entire academic year.**
- If the student is enrolled for an additional year for the thesis or the internship report (possibly with additional study subjects), he is entitled to child benefit.
- If the student has completed at least 41 credits in an academic year and is then granted an extended second examination period, he or she is at most entitled to child benefit until 31 January of the year following that academic year.
- Young people who choose another subject during the academic year must re-register as soon as possible for additional credits up to at least 27. Credits acquired in the previous discipline are taken into account.
- Young people who are enrolled in higher vocational education for 13 lessons per week or for 27 credits are entitled to child benefit.
- Students who follow a doctoral study programme are entitled to child benefit when enrolling for at least 27 credits, whereby the credits for editing the doctoral thesis are not counted.
- A student who has completed at least 41 credits in the academic year 2016-2017 and subsequently receives an extended second examination period may at most be entitled to child benefit until 31 January 2018 (only master students in the French Community).
- Young people attending distance learning (e-learning) at an educational institution abroad are entitled to child benefit if the study programme is recognised by the foreign government. If the programme is not recognised, the young person is entitled to child benefit when he/she is enrolled for 27 credits or 13 lessons per week if the course is not expressed in credits.

• In **non-higher education**, the young person must attend at least 17 lessons per week.

• Children are also entitled to child benefit if they follow **special needs education**.

• In **private education**, the young person must follow at least 17 lessons per week.

Can a student work (employee/entrepreneur) without losing child benefit?

• Young people in full-time education:

- In the **school/academy year** (1st, 2nd and 4th quarter) they may work no more than 240 hours per quarter. Only the days on which they actually work (e.g. no paid public holidays) are taken into account.

- **During the summer holidays** (3rd quarter):

- If they continue their studies after the holiday, they may work indefinitely during the summer holiday (let us know if the working young person is following an additional training).

- In the **last summer holiday** after the end of their studies, they may work not more than 240 hours in the months of July, August and September together. Only the days on which they actually work (e.g. no paid public holidays) are taken into account.

! For school leavers after secondary education, the last summer holiday ends at the end of August. In September, they may earn a maximum of EUR 551,89 gross as a registered job-seeker.

The working hours are strictly controlled via the employer's NSSO declaration.

Please note: The 240-hour standard is strictly applied for child benefit and is independent of the exemption from social security contributions for student jobs.

!To avoid a recovery of child benefit: inform your child benefit fund if the young person works more than 240 hours per quarter during the academic year or during the last summer holidays.

A social benefit as a result of admitted paid work (for example, a sickness benefit for a student job of less than 240 hours per quarter) is not an obstacle for child benefit. But students can NEVER receive child benefit and an unemployment or occupational integration benefit at the same time.

The first 6 months of voluntary military service are not taken into account.



- **Young people following part-time secondary education or a recognised (dual) training, or working with an apprenticeship contract or an alternating training contract:** they may receive throughout the year a salary or internship allowance and/or a social benefit (in this case also an unemployment benefit) not exceeding EUR 551,89 gross per month. **! To avoid recovery of child benefit: inform your child benefit fund if the income of the young person is higher. The student-entrepreneur who pays full-time contributions is not entitled to child benefit.**

What does 'apprenticeship contract' or 'entrepreneurship training' mean?

- With an apprenticeship contract, the young person learns a profession with an employer. He/she follows theory one day a week in a Syntra training centre.
- With an entrepreneurship training the young person acquires professional knowledge in a Syntra training centre or through internships with an employer. In addition, in the Syntra training centre he/she learns how to develop an independent business
- If you are not sure about the type of training, ask the learning path counsellor.

And after the study or training?

- A young person who has stopped his study or training may still be entitled to child benefit during the 12-month period of professional integration. If the professional integration period has been extended due to two positive evaluations of the search behaviour at RVA, then he/she may be further entitled to child benefit during that extension (each time with a maximum of 6 months).
 - The young school leaver must immediately register as a job-seeker with the VDAB, Actiris, FOREM or ADG.
 - At the end of this 12-month period of professional integration, we will send a P20 form to check whether the conditions were met and whether the professional integration period is extended.
 - During this 12-month period of professional integration and during the extension, the young person's monthly income may not exceed EUR 551,89 gross (from work and/or a social benefit). In the last summer holiday after the studies, the standard of maximum 240 hours per quarter also applies. The most advantageous standard is applied.
- A young person who receives an unemployment or occupational integration benefit for career break is no longer entitled to child benefit.
- Without registration as a job-seeker, the right to child benefit ends:
 - end of study at the end of the school year: still entitled in the last summer holiday (see above),
 - end of study during the school year: right until the end of the month in which the last school day falls.
 - thesis submitted: right until the end of the month in which the thesis is submitted (if the thesis is necessary to obtain the degree).

Any questions?

Being complete is impossible. Should you have further questions, please do not hesitate to your child benefit fund.

The stated amounts are valid from 01/09/2018 and may change according to the evolution of the index figure.



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FORM A

To fill in and return immediately

Name and first name of the young person:

Date of birth .././....

Tick and complete what applies to the young person and follow the instructions.

You may need to tick more than one situation. The information is requested in order to pay the child benefit. If you would like to view or correct the information that is stored about you, please contact your child benefit fund at the address above.

CASE A: The young person is still studying

- 1 The young person is still studying or following a training, only in one or more educational institutions of the Flemish or German-speaking Community.
 - 1.1. higher education (also higher vocational education)
 - 1.2. secondary education (general, artistic, technical, vocational or special needs education)
 - **Complete this FORM A and return it** as soon as possible.
 - **The declaration of the educational institution (FORM B) must NOT be filled in.** The Flemish or German-speaking Community will send an electronic certificate directly to the child benefit fund.
 - 1.3. education for social promotion, evening classes, adult education, private education, recognised training (including higher vocational education), 'Alternating training agreement' (OAO)
 - **Have the declaration on FORM B completed** by the (Belgian) educational institution or attach the (printed) certificate of that educational institution.
 - **Send us the completed form or the certificate as soon as possible.**
- 2 The young person is not studying in Belgium but in (do not fill in for European projects).
 - with a scholarship without a scholarship
 - You will receive a special form for the foreign educational institution. Let us know if the young person works outside Belgium.
- 3 The young person is still studying or following a training, only in one or more educational institutions of the French Community.
 - **Have the FORM B completed** by the (Belgian) educational institution or attach the (printed) certificate of that educational institution.
- 4 The young person is still studying, simultaneously in an educational institution of the Flemish or German-speaking Community and in an educational institution of the French Community.
 - **Have FORM B filled in** by the educational institution of the French Community or attach the (printed) certificate of that educational institution. The Flemish and German-speaking Communities issue an electronic certificate directly to the child benefit fund.



CASE B: The young person is following a specific programme

- 5 The young person is following an entrepreneurship training (see page 4).
➤ You will soon receive a **P9bis** form.

CASE C: The young person is no longer studying

- 6 The young person
- graduated on (last school day)/...../.....
 - stopped studying or following a training on (last school day)/...../.....
 - is ill since/...../.....
 - started working on/...../.....
 - holds a holiday job outside Belgium
 - is registered as a job-seeking school-leaver
 - (e.g. doctoral training)

DO NOT FORGET TO SIGN THIS FORM BEFORE RETURNING IT TO US AND ATTACH THE FORM B OR THE (PRINTED) CERTIFICATE ADDRESS:

I declare that I have filled in this form truthfully and have read the attached information. If the young person stops studying, I will report this immediately to the child benefit fund.

Name : First name :

Phone : E-mail :

Date :/...../..... Signature

The data you enter on this form are being collected to enable child benefit to be paid. They are protected by the Law of 8 December 1992 on the processing of personal data. To inspect or correct your data, contact the address at the top of this letter.



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FORM B

To be completed and returned immediately (If you have not received a certificate)

! ONLY for the French Community!

NOT for the FLEMISH and GERMAN-SPEAKING

DECLARATION OF THE EDUCATIONAL INSTITUTION

School or academic year: : -

Undersigned (*name and first name*)
 declares that (*name and first name of the young person*)
 is/was registered in our educational institution (*name and address*)

for the study of
 with start date end date
 Christmas holiday: from until (*do not complete for higher education*);
 Easter holiday: from until (*do not complete for higher education*);
 summer holiday: from until

or to prepare a thesis at the end of higher education

10 Full-time non-higher education (including artistic education) and secondary education for social

11 Does the young person follow at least 17 lessons per week? yes no

Equivalent to lessons:

1. hours of compulsory internship in order to obtain a recognised degree, certificate or licence
2. hours of compulsory exercises in the educational institution under the supervision of teachers
3. (maximum 4) compulsory credits under supervision in the educational establishment.



20 Part-time secondary education / recognised training/alternating training

- 21 Is the young person in part-time education organised as required by the Community concerned? yes no
- 22 Does the young person follow a recognised training as referred to in article 2 of the law of 29 June 1983 concerning compulsory education? yes no

30/40 Higher education (including artistic education) and higher education for social promotion (expressed in credits)

- 41 Has the student, at the latest on 30 November of the academic year - registered for at least 27 credits?
If not: the student has registered on __ / __ / 20__ for ____ credits. yes no
- 42 Does the student follow a training to become a minister of a recognised worship (the Catholic, Protestant, Anglican, Jewish, Islamic or Orthodox)? yes no
- 43 Does the scientific education prepare for the Royal Military School? yes no
- 44 For higher vocational education that is not organised according to credits: is the student registered for at least 13 lessons per week? yes no
- 45 Does the young person follow an alternating master's programme? yes no

50 Higher education for social promotion (expressed in lessons)

- 51 Do the courses correspond to a complete study programme and curriculum? yes no
- 52 Has the student composed a programme of at least 13 lessons per week with permission of the academic or school authorities? yes no
- 53 Is the student registered for an additional year for the integrated test (possibly with additional study subjects)? yes no

60 Special needs education (adapted to people with a disorder)

- 61 Is it about special needs education? yes no

70 For all types of education

- 71 (Do not fill in if the answer to question 41 is yes) Does the student follow the course since the beginning of the school year? yes
 no, since
- 72 Specify the periods of internship and the gross amount of the salary or allowance per month. from
For an alternating master's programme, the contract (vocational immersion contract) is sufficient. until
..... EUR

If the young person later stops his study or if the number of credits changes to less than 27, you must provide a new certificate.

Stamp of the educational institution

I declare that I have filled in this form truthfully.
Date

Signature

