



LEARN ALL ABOUT **APPLYING AND REGISTERING**
FOR DUTCH-SPEAKING **SECONDARY SCHOOLS**
IN BRUSSELS.

Don't miss out on the 2023-2024 school year and head over to:

WWW.INSCHRIJVENINBRUSSEL.BE

HOW TO REGISTER YOUR CHILD IN A DUTCH-SPEAKING SECONDARY SCHOOL IN BRUSSELS?

Looking to register your child for the **1st year A and B** of secondary school? Then you must **first apply** for a place for your child **online**. Only then can your child register in a secondary school in Brussels. Attention: brothers, sisters and children of school staff must apply online together with the other children.

Looking to register your child for the **2nd, 3rd, 4th, 5th, 6th or 7th year** of secondary school? Then go **directly to the school** to register your child.

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WHICH CHILDREN SHOULD BE REGISTERED?

- all children who are attending secondary school for the first time
- children who are changing schools.

WHAT IS APPLYING FOR A PLACE?

An application is not a registration. Applying for a place means that as a parent you register your child (digitally) for the schools you are interested in. After the end date for applications the computer will assign the available spaces to the pupils who have applied for a place. Only then will you know in which school you can register your child.

FOR WHICH SCHOOLS DO YOU NEED TO APPLY FIRST?

- the first year A and B at all secondary schools
- some schools that offer special secondary education.

APPLYING AND REGISTERING FOR THE 1ST YEAR A AND B

WHEN TO REGISTER?

27.03.2022 – 21.04.2023

Apply for a place online

You need to apply for a place for your child online before they can register. Go to inschrijveninbrussel.be and apply for a place for your child between 27 March (10 a.m.) and 21 April (4 p.m.) 2023. Some children have priority. Brothers, sisters and children of staff have priority but they have to apply online in the same period. Prepare your application properly!

16.05.2023 – 12.06.2023

Register your child for whom you have applied for a place

On 15 May 2023 you will receive an allocation notice. This message will tell you whether or not your child has a place. Do you have a place? Then go to the school between 16 May and 12 June and register your child. Your child doesn't have a place? Then you are on the school's waiting list.

As of 16.05.2023

Open registration

You don't have a place for your child or you did not apply for one? Then you can still register your child during the open registration period that starts on 16 May (9 a.m.). On 15 May an overview of all the schools that still have places will be posted on inschrijveninbrussel.be. Go to the school and register your child. Attention: registrations take place in chronological order and no one has priority.

01.09.2023

Start of the 2023-2024 school year

Still looking for a place for your child? Contact the school where you want to register your child. Is your child already on a waiting list? The school will contact you when a place becomes available.

PREPARE

1. Select schools: make a list of the schools of your choice. The website inschrijveninbrussel.be has tips that will help you pick schools. It also has an overview of all the schools.
2. Get to know the procedure: read this brochure or the information on the website attentively. Be sure to watch the info video.
3. Check whether your child has priority. Further in this brochure you will find who has priority.
4. Collect the necessary information and documents: the checklist below will help you.
5. Check the number of free places on the website: are there any places in the school where you wish to apply?

Checklist: what do you need to apply for a place for your child?

- computer, tablet or smartphone with internet
- your child's personal details:
 - » ID card or an identification sticker of the health insurance fund
 - » birth date child
 - » domicile child
 - » the year for which you wish to register your child.
- contact details parent(s):
 - » ID card
 - » domicile parent(s)
 - » email address parent(s)
 - » mobile and/or telephone number parent(s)
- list of the schools of your choice in the order of preference.
- Your child has priority? Collect the necessary documents.
Make a note here of the documents you still need to collect:
 - »
 - »
 - »

WHO HAS PRIORITY?

- **Brothers, sisters and children of staff:** like everyone else they must apply during the application period but they do have priority in the allocation of places.
- **Pupils with at least 1 parent who speaks sufficient Dutch:** 65% of all places are reserved for children with at least 1 parent who speaks sufficient Dutch.
- **Students who have always attended a Dutch-speaking primary school from the start of compulsory school age:** students who have always attended a Dutch-speaking primary school from the start of compulsory school age have priority for 15% of the available places.
- **Pupils with a GOK or non-GOK profile:** in some schools pupils with a GOK profile ('GOK pupils') have priority. In other schools pupils with a non-GOK profile ('non-GOK pupils') have priority. They have priority for 20% of all places.
 - » Your child is a GOK pupil if
 - the child's mother doesn't have a secondary education diploma or
 - if the family received an education allowance in the 2021-2022 or 2022-2023 school year.
 - » Your child is a non-GOK pupil if
 - the child's mother holds a secondary education diploma or higher and
 - if the family didn't receive an education allowance in the 2021-2022 or 2022-2023 school year.

Do you want to know which schools give priority to either GOK or non-GOK pupils? Go to inschrijveninbrussel.be for an overview before the start of the applications.

More details on priority and the documents required to prove it are available on inschrijveninbrussel.be.

REGISTERING FOR THE 2ND, 3RD, 4TH, 5TH, 6TH OR 7TH YEAR

WHEN TO REGISTER?



PREPARE

1. Select schools: the website inschrijveninbrussel.be has tips that will help you pick schools. It also has an overview of all the schools.
2. Get to know the procedure: read this brochure or the information on the website attentively.
3. Check whether your child has priority. Below you will read who has priority.
4. Start by collecting the necessary documents.
5. Check the number of free places on the website: are there any places in the school where you wish to register?

More details about how to prepare? Go to inschrijveninbrussel.be.

WHO HAS PRIORITY?

- **Pupils with at least 1 parent who speaks sufficient Dutch:** 55% of all places are reserved for children with at least 1 parent who speaks sufficient Dutch. Does a school have any places left for these pupils? Then they have priority if they register between 30 May and 5 June 2023.

More details on priority and the documents required to prove it are available on inschrijveninbrussel.be.

APPLYING FOR A PLACE AND REGISTERING IN A SECONDARY SCHOOL FOR SPECIAL EDUCATION

Is your child going to a Dutch-speaking secondary school for special education (BuSO) in Brussels as of next year? The registration procedure is not identical at every school or for every branch of studies. Sometimes you have to apply for a place first before you can register your child. More details? Go to inschrijveninbrussel.be.

For which schools do you need to apply first?

- Koninklijk Instituut Woluwe (Sint-Lambrechts-Woluwe): 02 735 40 85
- Kasterlinden BuSO (Sint-Agatha-Berchem): 02 430 67 00
- Cardijnschool (Anderlecht): 02 478 03 33
- GO! Heemschool (Neder-Over-Heembeek): 02 262 02 60

Sometimes in these schools you must first apply for a place for your child. Go to inschrijveninbrussel.be for a full overview or contact the school for more details.

Which schools do not require you to apply first?

- Zaveldal (Brussel): 02 512 14 75

WHEN TO REGISTER?

SCHOOLS WITH APPLICATION

01.03.2023 (9 a.m.) – 15.03.2023 (noon)

Apply for a place for your child

You need to apply for a place for your child before they can register. Apply to your current BuBaO school, together with the Pupil Guidance Centre (CLB) or at the school that is your first choice. Some children have priority. Brothers, sisters and children of staff must apply for a place like all the other children but they do have priority in the allocation of places. Prepare your application properly!

17.04.2023 – 8.05.2023

Register your child for whom you have applied for a place

On 24 March 2023 you will receive an allocation notice. This message will tell you whether or not your child has a place. Do you have a place? Go to the school between 17 April and 8 May 2023 and register your child. Your child doesn't have a place? Then you are on the school's waiting list.

As of 11.06.2023

Open registration

You don't have a place for your child or you did not apply for one? Then you can still register your child during the open registration period that starts on 11 May 2023 at 9 a.m. Registrations take place in chronological order and no one has priority.

SCHOOLS WITHOUT APPLICATION

1.03.2023 – 15.03.2023

Register siblings and children of staff

Brothers, sisters and children of staff can register in advance. Go to the school and register your child.

27.03.2023 – 21.04.2023

Register your child with priority Dutch

Go to the school and register your child. Registrations take place in chronological order. During this period children with at least 1 parent who speaks sufficient Dutch have priority. Prepare your registration properly!

24.04.2023 – 8.05.2023

Register your child with campus priority

Go to the school and register your child. Registrations take place in chronological order. During this period children of the same campus for special education have priority. Prepare your registration properly!

As of 11.06.2023

Open registration

You don't have a place for your child or you did not apply for one? Then you can still register your child during the open registration period that starts on 11 May 2023 at 9 a.m. Registrations take place in chronological order and no one has priority.

01.09.2023

Start of the 2023–2024 school year

Still looking for a place in a BuSO school (secondary school for special education) for the 2023-2024 school year? Contact the school where you want to register your child.

COME PREPARED

1. Get to know the schools. Every school offers a number of specific types of education and training so take the time to collect information on the Dutch-speaking BuSO (secondary schools for special education) schools in Brussels. Contact the school board or the special needs coordinator of the school. The Pupil Guidance Centre (CLB) will also be happy to help.
2. Get to know the procedure: read this brochure or the information on the website attentively.
3. Check whether your child has priority. Below you will read who has priority.
4. Start by collecting the necessary documents.
5. Check the number of free places on the website: are there any places in the school where you wish to apply?

More details about how to prepare? Go to [inschrijveninbrussel.be](https://www.inschrijveninbrussel.be).

WHO HAS PRIORITY?

- **Brothers, sisters and children of staff:** they have priority if they apply or register between 1 and 15 March 2023. After this date they no longer have priority.
- **Pupils with at least 1 parent who speaks sufficient Dutch:** 55% of all places are reserved for children with at least 1 parent who speaks sufficient Dutch.
- **Pupils from the same campus for special education:** is your child already going to a primary school for special education? And do you want to register your child on the same campus for special secondary education? Then you have priority.

More details on priority and the documents required to prove it are available on [inschrijveninbrussel.be](https://www.inschrijveninbrussel.be).

NEED ASSISTANCE?

QUESTIONS ABOUT REGISTERING IN A SECONDARY SCHOOL?

Go to [inschrijveninbrussel.be](https://www.inschrijveninbrussel.be):

- Here you will find all information, tips, schools and available places.
- Watch the info video.
- Attend an info meeting on the registration procedure.

Need help applying for a place for your child online?

Contact an organisation that will provide assistance. You will find the contact details on [inschrijveninbrussel.be/help](https://www.inschrijveninbrussel.be/help).

QUESTIONS ABOUT REGISTERING YOUR CHILD IN SPECIAL EDUCATION?

Contact the school board or the special needs coordinator of the school. You can also contact 1 of the 3 Pupil Guidance Centres (CLBs) in Brussels:

- GO! CLB Brussel: 02 479 25 05
- Vrij CLB Pieter Breughel: 02 512 30 05
- CLB-N Brussel: 02 482 05 72

Need help with your application?

- Go to your current BuBaO school, the Pupil Guidance Centre (CLB) or the BuSO school that is your first choice. They will help you with your application.

ANY QUESTIONS?

www.inschrijveninbrussel.be – 02 553 05 82 – lopbrussel.secundair@vlaanderen.be