



Learn all about **applying and registering**
for Dutch-speaking **secondary schools**
in Brussels.

Don't miss out on the 2024-2025 school year and head over to:

WWW.INSCHRIJVENINBRUSSEL.BE

This is a translation of the Dutch brochure.

HOW TO REGISTER YOUR CHILD?

Looking to register your child for the **1st year A and B** of secondary education? Then you must **first apply for a place** for your child online. Only then can your child register in a Dutch-speaking 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 education? Then go directly to the school to register your child.

Go to inschrijveninbrussel.be for full details. This brochure summarises the key information.

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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 indicate digitally which schools you are interested in. After the application period 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?

APPLICATION

25.03.2024 - 19.04.2024

Apply online for a place for your child

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 25 March (10 a.m.) and 19 April (4 p.m.). 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!

REGISTRATION

14.05.2024 - 10.06.2024

Register your child for whom you have applied for a place

On 13 May you will receive an allocation notice. This message will tell you whether or not your child has a place. Do you have a place? The school will contact you to make an appointment to register your child between 14 May and 10 June. Your child doesn't have a place? Then you are on the school's waiting list.

As from 14.05.2024

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 14 May (9 a.m.). On 13 May you will find an overview of all the schools that still have places on inschrijveninbrussel.be. Go to the school and register your child. Attention: registrations take place in chronological order and no one has priority anymore.

02.09.2024

Start of the 2024-2025 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. You will find plenty of tips on the website inschrijveninbrussel.be under 'Choosing schools'. The site 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: later in this brochure you will find who has priority.
4. Collect the necessary information and documents: the checklist will help you. You will find the checklist at the end of this brochure.
5. Check the number of available places on the website: are there any places in the schools where you wish to apply? Check on inschrijveninbrussel.be under 'Available places'.

WHO HAS PRIORITY?

What does 'priority' mean?

If your child has priority, he or she will be given preference when the available places are assigned. There are different types of priorities. Your child may qualify for more than one type of priority. Note that certain priorities cannot be combined. You can also apply for a place without priority but this means your child will only be assigned a place after the children with priority have received a place.

Who has priority?

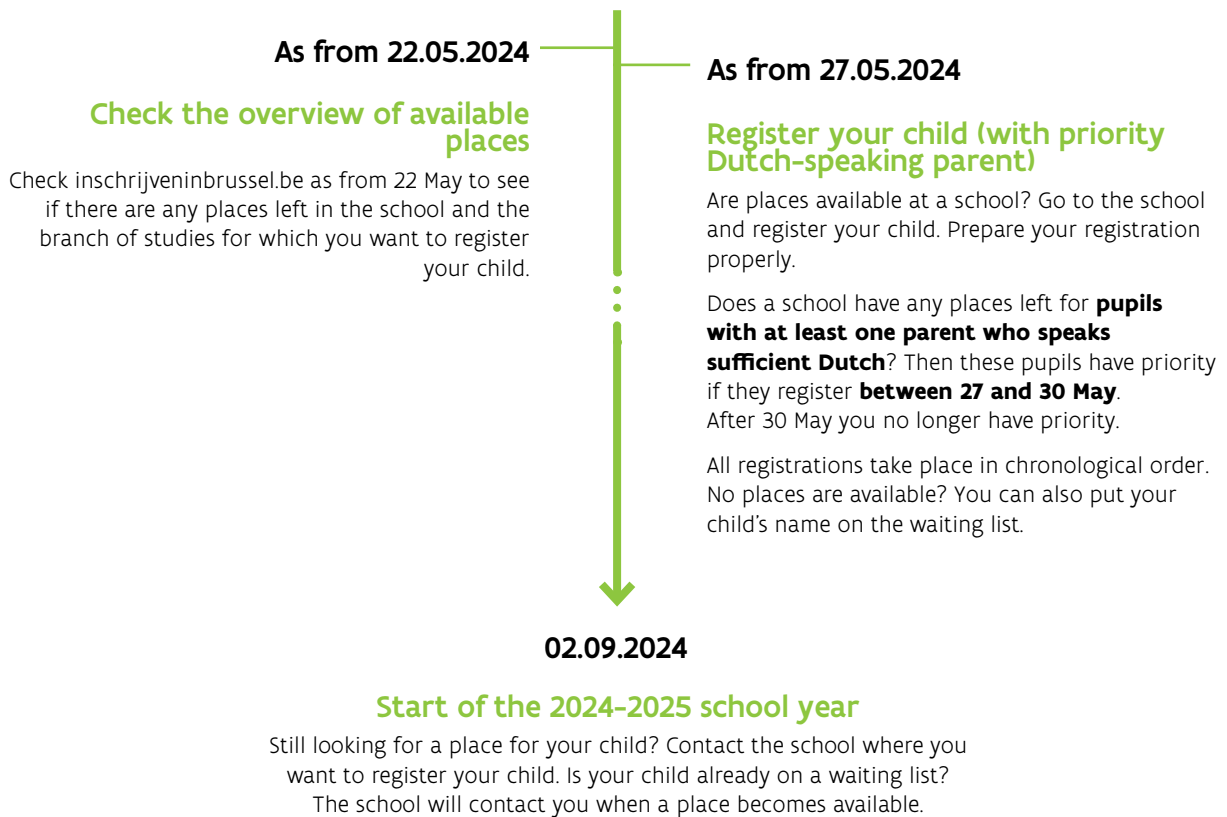
- **Brothers, sisters and children of staff:** like everyone else they must apply during the application period but they do have priority in the allocation of places. Be sure to indicate on your application that you have priority.
- **Priority Dutch-speaking parent:** 65% of all places are reserved for children with at least 1 parent who speaks sufficient Dutch. You speak sufficient Dutch but you don't have a diploma, certificate or another form of documented proof? Then contact Huis van het Nederlands asap and make an appointment for a language test: civielattest@huisnederlandsbrussel.be or 02 313 96 00.
- **Priority Dutch-speaking primary education:** 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.
- **Priority GOK or non-GOK:** in some schools 'GOK pupils' have priority. In other schools 'non-GOK pupils' have priority. They have priority for up to 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 2022-2023 or 2023-2024 school year.
 - » Your child is a 'non-GOK' pupil if
 - the child's mother has at least a secondary education diploma
 - and if the family didn't receive an education allowance in the 2022-2023 or 2023-2024 school year.

Do you want to know which schools give priority to either GOK or non-GOK pupils? You will find this info in the overview of free places: check how many places are available in your priority group (GOK or non-GOK).

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

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

WHEN TO REGISTER?



PREPARE

1. Choose schools: you will find plenty of tips on the website inschrijveninbrussel.be under 'Choosing schools'. The site also has an overview of all the schools.
2. Get to know the procedure: read this brochure or the information on inschrijveninbrussel.be attentively.
3. Check whether your child has priority. Below you will read who has priority.
4. Collect the necessary information and documents.
5. Check the number of available places on the website: are there any places in the schools where you wish to apply? Check on inschrijveninbrussel.be under 'Available places'.

WHO HAS PRIORITY?

- **Priority Dutch-speaking parent:** 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 these pupils have priority if they register between 27 and 30 May. You speak sufficient Dutch but you don't have a diploma, certificate or another form of documented proof? Then contact Huis van het Nederlands asap and make an appointment for a language test: civielattest@huisnederlandsbrussel.be or 02 313 96 00.

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

APPLYING FOR A PLACE AND REGISTERING IN SPECIAL SECONDARY EDUCATION

Is your child going to a Dutch-speaking secondary school for special education (BuSO) in Brussels as from 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. Check inschrijveninbrussel.be/busso for full details.

For which schools do you need to apply first?

- BuSO Cardijnschool (Anderlecht): 02 478 03 33
 - » For the 1st year: OV3 – type basisaanbod (observation year)
 - » For OV1 and OV2
- GO! BuSO Vila'Ket (Neder-Over-Heembeek): 02 262 02 60
 - » For the full offer
- Kasterlinden BuSO (Sint-Agatha-Berchem): 02 430 67 00
 - » For the 1st year: OV2 and OV3 – type 7 taal, type 7 gehoor and type 9 ASS
- Koninklijk Instituut Woluwe BuSO (Sint-Lambrechts-Woluwe): 02 735 40 85
 - » For the 1st year: OV4 – type 9 ASS

Which schools do not require you to apply first?

- BuSO Cardijnschool (Anderlecht): 02 478 03 33
 - » For OV3 – type basisaanbod (except observation year)
- BuSO Cardijnschool-Inkendaal (hospital school Jette): 02 531 56 35
 - » For the full offer
- BuSO Ganspoel (Sint-Lambrechts-Woluwe): 02 735 40 85
 - » For the full offer
- Kasterlinden BuSO (Sint-Agatha-Berchem): 02 430 67 00
 - » For the 1st year: OV1 – type 6 visus, type 7 taal and type 7 gehoor
 - » For the higher years
- Koninklijk Instituut Woluwe BuSO (Sint-Lambrechts-Woluwe): 02 735 40 85
 - » For the higher years
- Zaveldal BuSO (Brussels): 02 512 14 75
 - » For the full offer

WHEN TO REGISTER?

SCHOOLS WITH APPLICATION

01.03.2024 – 14.03.2024

Apply for a place for your child

You need to apply for a place for your child before you can register it. Apply between 1 March (9 a.m.) and 14 March (4 p.m.). Apply together with the Pupil Guidance Centre (CLB), with the BuSO school that is your first choice or your current BuBaO school. 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!

15.04.2024 – 07.05.2024

Register the child for whom you have applied

On 27 March you will receive an allocation notice. This message will tell you whether or not your child has a place. Do you have a place? The school will contact you to make an appointment to register your child. Your child doesn't have a place? Then you are on the school's waiting list.

As from 14.05.2024

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 14 May (9 a.m.) as long as places are available. Registrations take place in chronological order and no one has priority anymore.

SCHOOLS WITHOUT APPLICATION

01.03.2024 – 14.03.2024

Register brothers, sisters and children of staff

They can register in advance. Go to the school and register your child.

18.03.2024 – 29.03.2024

Register your child with priority Dutch-speaking parent

Children with at least 1 parent who speaks sufficient Dutch can register as long as places in this priority group are available. Go to the school and register your child. Registrations take place in chronological order. Prepare your registration properly!

22.04.2024 – 07.05.2024

Register your child with campus priority

Pupils from the same campus for special education can register as long as places are available. Go to the school and register your child. Registrations take place in chronological order. Prepare your registration properly!

As from 14.05.2024

Open registration

All children can register during the open registration period that starts on 14 May (9 a.m.). Attention: as from 14 May registrations will take place in chronological order and no one has priority anymore. Prepare your registration properly!

02.09.2024

Start of the 2024-2025 school year

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

PREPARE

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 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 which children have priority.
4. Start by collecting the necessary documents.
5. Check the number of available places on the website: are there any places in the schools where you wish to apply? Check on inschrijveninbrussel.be under 'Available places'.

WHO HAS PRIORITY?

- **Brothers, sisters and children of staff:** they have priority if they apply or register between 1 and 14 March 2024. After this date they no longer have priority.
- **Priority Dutch-speaking parent:** 55% of all places are reserved for children with at least 1 parent who speaks sufficient Dutch. You speak sufficient Dutch but you don't have a diploma, certificate or another form of documented proof? Then contact Huis van het Nederlands asap and make an appointment for a language test: civielattest@huisnederlandsbrussel.be or 02 313 96 00.
- **Campus priority 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 next year? Then you have priority as long as places are available.

More details on priority and the documents you need to prove it are available on inschrijveninbrussel.be/voorrang.

NEED HELP?

QUESTIONS ABOUT REGISTERING IN A SECONDARY SCHOOL?

Go to 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 help you. You will find the contact details on 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 (CLB) 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.

Checklist: what do you need to apply for 1A and 1B for your child?

- Computer, tablet or smartphone with internet
- Your child's personal details:
 - » national registry number
 - » birth date
 - » domicile
 - » the year for which you wish to register your child
- Contact details parent(s):
 - » ID card
 - » application 'itsme' on your smartphone or eID card reader and PIN code ID card
 - » email address
 - » mobile and/or telephone number
- 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:
 - »
 - »
 - »

Need help applying for a place for your child online?

Make an appointment with an organisation that can help you. Go to [inschrijveninbrussel.be/help](https://www.inschrijveninbrussel.be/help).

- » Appointment date Time
- » Address

ANY QUESTIONS?

www.inschrijveninbrussel.be

Helpdesk LOP: 02 553 05 82 – lopbrussel.secundair@vlaanderen.be