

## Important information about MinID to Quota Scheme students

- You can apply for funding for the academic year 2010–2011
- All students must apply online

### In order to apply you must

- be accepted to a study programme and admitted to the Quota Scheme
- be in possession of a Norwegian personal identification number (fødselsnummer)
- use MinID, which is a log on key for several online public services in Norway

## MinID

### New students in Norway

1. After you receive your Norwegian personal identification number, you can order the PIN-codes for MinID. You order these codes at [skatteetaten.no/pin](http://skatteetaten.no/pin), by clicking on the link named: “**Bestill brev med PIN-koder**”. You have to fill in your Norwegian personal identification number (fødselsnummer) and thereafter click on the button named: “**Send meg PIN-kodebrev**”.
2. The PIN-codes will be sent to your address registered with the Norwegian National Registry.
3. When you receive the PIN-codes, go to [lanekassen.no](http://lanekassen.no) and apply for funding by clicking on the link “**Stipend og lån til høyere og annen utdanning**”, which you find under the title “Søknader – logg inn med MinID”.
4. Use the PIN-codes and register as a new user of MinID to get access to the application page.
5. Please remember to register your mobile number and your e-mail address. You can receive PIN-codes on your mobile each time you log on to “Dine sider”, but only if you register your mobile number.

### Other students

1. If you already have the PIN-codes, you just continue using these. But if you do not have the PIN-codes anymore, then you can request new ones, please follow the explanation above.
2. Go to [lanekassen.no](http://lanekassen.no) and apply for grants and loans by following the link to “**Stipend og lån til høyere og annen utdanning**”, which you find under the title “Søknader – logg inn med MinID”. To access the application page you have to use the PIN-codes, which you either receive on your mobile or on the letter from the Norwegian Tax Administration.

## How to apply for support – step by step

1. Log on to [lanekassen.no](http://lanekassen.no).
2. Click on the link named: "**Stipend og lån til høyere og annen utdanning**", which you find under the title "Søknader – logg inn med MinID".
3. Insert your **Personal Identification Number** and your self-made **password** and click "**next**".
4. Type in the **PIN-code** you either receive on your mobile, or you find on the PIN-code letter you received from the Norwegian Tax Administration. Continue by clicking "**complete**".
5. To enter the English version of the application, please tick "**English**".
6. Tick "**In Norway**" under "Where will you be studying?" This even applies if you are planning to do field work in your home country.
7. Tick "**No**" under "Are you an apprentice?" Then click "**gå videre**" (continue).
8. Select county, if you do not know in which county your academic institution is located, please see [lanekassen.no/county](http://lanekassen.no/county).
9. Select academic institution and remember to select the alternative which ends with **Quota Scheme**. To continue you click "**gå videre**" (continue).
10. Complete the application form. At the last page "Terms for grants and loans..." you need to confirm that you have read the terms by ticking the box at the bottom of the page before clicking "**send**".

### If you have lost your codes for MinID

If you did not receive the letter with MinID-codes in December 2008 or you have lost the PIN-codes, please order new codes at [skatteetaten.no/pin](http://skatteetaten.no/pin). Click "**Bestill PIN-koder**" then fill in your Norwegian personal identification number. New codes will be sent to your address registered with the Norwegian National Registry. It is important that the registered address is correct and as detailed as possible. Remember to put your name on your mail box. You may ensure what address is registered to you by calling the Norwegian tax authorities (skatteetaten) at 800 80 000.

Best regards and good luck with your studies!

Lånekassen  
Bergen May 2010