



Important information to Quota Scheme students from Lånekassen

You may now apply for funding for the academic year 2009-10

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 (personnummer)
- use MinID, a common log-in solution for several online public services

MinID

New student in Norway

1. When you receive your Norwegian personal identification number, you may order codes for MinID at www.skatteetaten.no/pin. Click "**Bestill PIN-koder**" then fill in your Norwegian personal identification number. The codes will be sent to the address registered with the Norwegian National Registry.
2. When you receive the codes, go to www.lanekassen.no and apply for funding by following the link to **Søknad om stipend og lån til høyere og annen utdanning**.
3. Use the codes and register as a new [user of MinID to access](#) the application.

Other students

1. See the letter with MinID-codes that you received by mail in December 2008. The codes were not sent from Lånekassen. The letter had logos for MinID, Skatteetaten, and Altinn at the top.
2. Go to www.lanekassen.no and apply for grants and loans by following the link to **Søknad om stipend og lån til høyere og annen utdanning**.
3. Use the MinID-codes to access the application.

How to apply for support – step by step

- 1) Log on to www.lanekassen.no
- 2) To get to the **MinID** log in page click [">Stipend og lån til høyere og annen utdanning – logg inn på søknaden med MinID"](#) which you will find at the middle of the page under the green line named "Søknader".
- 3) Insert your **Personal Identification Number** and **Password** and click "next".
- 4) To get to the Application for grants and loans for higher education 2009-2010 insert the **Singel-use code** then click "complete"
- 5) Tick out "**English**" – to see the application form in English. Tick out "**In Norway**" under "Where will you be studying?" (this applies even if you are planning to do field work in your home country). Tick out "**No**" under "Are you an apprentice?" Then click "gå videre" (continue)
- 6) Select county (if you do not know in which county your academic institution is located, please see www.lanekassen.no/county), then select academic institution (remember to select the alternative which ends with **Quota Scheme**), then select programme and click "gå videre"
- 7) 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 out the box at the bottom of this page before clicking "send"

If you have lost your codes for MinID

If you did not receive the letter with MinID-codes in December or you have lost the codes, please order new codes at www.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 check what address is registered to you by calling the tax authorities (Skatteetaten) at 800 80 000.

Best regards and good luck with your studies!

Lånekassen
Bergen June 2009