

# **UDI-DEPOSIT**

How to set up and use UDI deposit account



### Registration

# You must first register a user at <a href="https://www.sio.no/en">https://www.sio.no/en</a>

<b>Log in</b> This page requires you to log in. Log in or register a new SiO user.	Sign up Choose the category that best d	escribes you:
Enal Enter your email Sector field	Norwegian student	۲
Assword Enter your password	International student	۲
Log in	Not a student	۲
Remember me	Already have a user? Log in	
Forgot password? Don't have a user? Sign up		

# **Process for registration**



		Once
Sports	Housing	• https://
Manage your membership and bookin View invoice.	View your applications and co invoice and send message to caretaker.	ontracts. View and cli
Associations	• Kindergarten	•
View and manage your associations,	Apply for kindergarten placer	ment. View

Once logged in, go to https://www.sio.no/en/my-page and click on UDI Deposit Account





# Click on «apply for a deposit account»

**O** UDI Deposit Account

Other services

Semester payment  $\rightarrow$ 

() You don't have a UDI deposit account yet

If you are a non-EU/EAA student, you can apply for one here.

Apply for a deposit account



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# **Process for account application**

Personal information is loaded from the user profile you just created

### O Apply for an account

Account details

First name	Surname	
UDI_12	student	
inter your first name	Enter your surname	
Date of birth	Nationality	
01.01.1999	Select nationality	~
1d . mm . yyyy		
Email address		
udi_12atest.no		
nter your email address		
Study information		
nstitution		
Select institution		~

1 2 3



# **Process for account application**

Enter nationality and university, and fill in the fields that show up (they differ depending on university) Click to the next page, verify that the summary is correct, and then Submit

### Apply for an account 1 2 3 Personalia Account details First name Surname UDI\_12 student Enter your first no Enter your surnam Date of birth Nationality Select nationality 01.01.1999 dd.mm.yyyy Email address udi 12atest.no Enter your emotil oddress Study information Institution Select institution

# **Invoice and payment**



Once your application has been approved, you will receive an invoice by email. It will also be available on MyPage

### **Q** UDI Deposit Account

Other services Semester payment $\rightarrow$	UDI Account application is approved, but away View the invoice below and pay the full amount to ge you have paid, keep in mind that there can be a little	iting payment t an UDI confirmation letter. If wait until it shows up here.
Deposit account	Outstanding invoices	Invoice number: 3300770
	View UDI Lettor Accounts UDI Deposit Account Balance	View invoice          Ø         O kr



# **Confirmation letter**



Once the UDI deposit has been paid, you will see the balance on MyPage. You can also download the UDI confirmation letter from MyPage



### Transfer balance to Norwegian Bank account

In order to be able to ask for a transfer of your balance to your own bank account, your Norwegian ID-number must be registered. Contact our customer service to have this updated to your profile

### **O** UDI Deposit Account

### Other services

Semester payment  $\rightarrow$ 

### You have set up a UDI Deposit Account

View and download the UDI confirmation letter below. You can use the account to pay for your SiO housing rent or order bank cards which can be used in bank terminals and ATMs.

### ! You do not have a registered Norwegian Identity number

If you would like to apply for refund, you need to get a Norwegian identity number in order to set up a bank account. If you have a Norwegian identity number, please contact customer service <u>here</u> in order to have it registered to your profile.



# Transfer balance to Norwegian Bank account

If your Norwegian IDnumber is registered, you can ask for a refund/transfer the balance to your Norwegian account You will find the refund application at the bottom of your UDI Deposit

### **O** UDI Deposit Account

Other services Semester payment  $\rightarrow$ 

You have set up a UDI Deposit Account

View and download the UDI confirmation letter below. You can use th
pay for your SiO housing rent or order bank cards which can be used
terminals and TMs.

Deposit account	Outstanding invoices	٥
	GIAN	Involce number: 5300700
	You owe	0 kr
	View UDI Letter	View invoice
	Accounts	Ø
	UDI Deposit Account Balance	66 121 kr

#### Deposit accoun refund

In order to transfer funds to your Norwegian bank account, you must apply here. It is not possible to have more than one active application at a time. Until your application has been processed or you have edited your rejected application, you will not be able to submit a new application.



Apply for refund ightarrow