Dienst Uitvoering Onderwijs
*Ministerie van Onderwijs, Cultuur en Wetenschap*

## Notification
# Number of pupils funding primary education

**This form**
Use this form to notify DUO of the number of pupils for whom your school can get funding. The reference date is 1 February 2024.

**Submission**
Scan the completed form and send it by e-mail to caribisch.nederland@duo.nl.
DUO must receive the form no later than **15 February 2024**.

**More information**
duo.nl
caribisch.nederland@duo.nl

## 1 Number of pupils

Read the explanatory notes

1.1 Enter the number of pupils, by age and gender. Enter the total for each category.

| Age | Boys | Girls | Total |
|---|---|---|---|
| 4 years | | | |
| 5 years | | | |
| 6 years | | | |
| 7 years | | | |
| 8 years | | | |
| 9 years | | | |
| 10 years | | | |
| 11 years | | | |
| 12 years | | | |
| 13 years | | | |
| 14 years | | | |
| Total | | | |

## 2 Details school

2.1 Institution code

2.2 Name

2.3 Address

**3**    Contact person

| | Surname | Initial(s) |
|---|---|---|
| 3.1   Name | | |
| 3.2   Telephone | | |
| 3.3   E-mail | | |

**4**    Signature principal

Read the explanatory notes

| Surname | Initial(s) |
|---|---|
| | |

Day      Month      Year

Signature

# Explanatory notes

## General

- Always use the original form.
- Keep a copy of this form, authenticated by the school's competent authority, for your own records. The Inspectorate of Education will check the pupil count on the basis of the details on this form.

### At 1.1 Number of pupils

Enter all pupils who were aged 4 to 14 years on the count date (1 February) and who were registered at the school on that date.
In order to be admitted as a pupil of the school, a child must be 4 years old. Pupils who are not yet 4 years old on 1 February 2024 must not be counted for funding purposes. This also applies to pupils who reached the age of 14 in school year 2022-2023.

### At 3 Signature principal

The principal of the school must sign the form. The date of signature must be on or after the count date (1 February); the number of pupils cannot be ascertained before the count date.