Practical guide on the Subsequent Request for international protection in Belgium

Juni 2026

Belgium

fedasil
FEDERAL AGENCY FOR THE RECEPTION OF ASYLUM SEEKERS

cgvs ra
Office of the Commissioner General for Refugees and Stateless Persons

ibz
Federal Public Service Home Affairs

euaa
EUROPEAN UNION AGENCY FOR ASYLUM

# What you need to know when you apply again for International Protection (Subsequent Application)

ENGLISH

**You are now in Belgium, which is an EU+ country.**
**The EU+ countries are:**

- the 27 Member States of the European Union (EU): Austria, Belgium, Bulgaria, Croatia, Cyprus, Czechia, Denmark, Estonia, Finland, France, Germany, Greece, Hungary, Italy, Latvia, Lithuania, Luxembourg, Malta, Netherlands, Poland, Portugal, Republic of Ireland, Romania, Slovakia, Slovenia, Spain, Sweden and
- 4 other countries: Iceland, Liechtenstein, Norway and Switzerland.

## CONTENTS


What is a subsequent application? 3

What is the procedure? 5

- Step 1: your application must be registered and lodged again 5
- Step 2: pre-examination of your application 9
- Step 3: examination of your application on the merit 11
- Step 4: decision on your application 12

What are my rights? 13

What are my obligations? 17

What are the consequences if I do not meet my obligations? 21

You will receive special support if you need it 23

What if you want to return to your country? 24

## WHAT IS A SUBSEQUENT APPLICATION?

**When you apply for international protection (also known as asylum) for the second time or more in any EU+ country, your new application is called a subsequent application.**

Your new application is a subsequent application even if your previous application was made in another EU+ country.

A subsequent application is not an appeal of the previous decision you received. You can make a subsequent application only when the procedure concerning your previous application has been finalised. This means that:

- you have already received a decision on your previous application
- there is no appeal ongoing, and
- the time limit to lodge an appeal has expired.

Simply disagreeing with the previous decision is not a reason to apply for international protection again.

If you make a subsequent application, you need to present **new elements (such as evidence or documents)** that support your claim of being in need of international protection.

**New elements** are elements that support your claim for international protection and which you were unable to present during your previous application(s).

New elements can be new documents or evidence that you received or events that happened after the date of the decision on your last application, for example:

- new events that happened to you
- new events that happened in your home country
- changes in your personal situation.

**Exceptionally, new elements can also be elements that existed during your previous application, if one of the following reasons applies.**

- It was not possible for you to know these new elements at the time of your previous application.
- For good reason, you could not talk about these new elements. In this case, you will need to explain these reasons.

The information that you presented in your previous application will be taken into consideration. Your previous application however will not be examined again.

## WHAT IS THE PROCEDURE?

After informing the authorities that you are applying for international protection again (which is called a subsequent application), there are several steps in the procedure.

### Step 1. Your application must be registered and lodged again

Registration and lodging include the following aspects.

Your fingerprints will be taken.

Your photograph will be taken.

You will be asked to present all your identity, travel and any other relevant documents.

If you have original identity documents or photocopies, you are required to present them at the Immigration Office.

You will be asked to provide your contact details (address, a telephone number and an email address).

You and your belongings may be searched. Your personal belongings remain your property and will be returned to you, except for any items considered dangerous.

You will be asked to provide your personal details and information about any family members residing in Belgium or another EU+ country.

The Immigration Office will check since when you have been in Belgium, if you have a physical address in Belgium and if you need reception support.

You will also have to ‘elect domicile’ i.e. choose an address for service in Belgium.

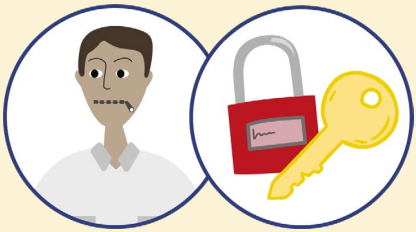
You will also be asked if you need the assistance of an interpreter during the asylum procedure.

You will be asked to do the following.

• Submit all information and documents available to support your application. This includes the new elements based on which you made a subsequent application. New elements can be new facts or evidence suggesting that you need international protection.

• Answer questions about your previous applications for international protection.

After lodging your application, you will be interviewed at the Immigration Office in order to collect the necessary data and information. These will be safely stored in national and European databases.
It is your obligation and in your best interest to tell the truth and to cooperate with the authorities.



Any information you share with the authorities will stay confidential. This information will never be shared with people against whom you are seeking protection.

## WHEN AND WHERE WILL THE REGISTRATION AND LODGING OF YOUR APPLICATION TAKE PLACE?

Once you have asked the authorities for international protection, your application will in principle be registered and lodged on the same day and at the same place. It will be registered and lodged at the Immigration Office (OE/DVZ).

As far as possible, the Immigration Office will try to register your application on the same day.

When registering your application, you will receive information on how to lodge your application.

If your application cannot be lodged on the same day, you will receive a document proving that you have applied for international protection and that your application has been registered.

If you apply with an authority that is not competent to register your application, this authority will redirect you to the Immigration Office.

It is very important that you complete the lodging of your application. If you fail to complete the lodging, your application will be considered withdrawn, unless the reason for this failure is beyond your control. This means that you will lose your status as an applicant, your right to support and services and the right to stay in Belgium.

After lodging your application, you will receive an official document stating that you are an applicant for international protection.

You must carry it with you at all times.

If your application cannot be lodged on the same day, you will receive after registration a document stating that you have presented an application and that you application has been registered.

## Step 2. Preliminary examination of your application

Once your application has been lodged and you have been interviewed at the Immigration Office, your file will be transferred to the Office of the Commissioner General for Refugees and Stateless Persons (CGRS) if Belgium is responsible for the examination of your application.

The next step is the preliminary examination of your application.

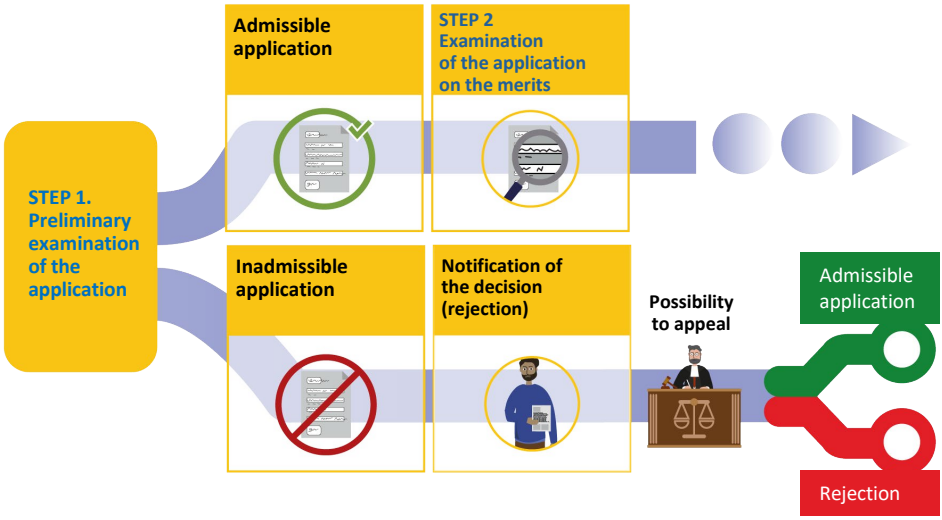
During the preliminary examination, the CGRS will assess whether the elements you submitted are indeed new and whether they significantly increase your likelihood of qualifying for international protection.

During the preliminary examination, you may be invited to an interview. If you're not invited to an interview, the preliminary examination will be based only on the elements submitted in the file.

As a result of the preliminary examination, your application will be declared **admissible** or **inadmissible**.

If your application is **admissible, it will be examined further**. This means that you will follow the same steps as in the standard asylum procedure. The CGRS may invite you to a personal interview.

If your application is **inadmissible, it will not be examined further and the procedure will end**. The authorities will inform you about the reasons your application was found inadmissible. You will be notified of the decision in writing. If you do not agree with the decision, you can appeal against it. You can ask for a legal adviser (lawyer) free of charge to help you appeal.




Your application is **admissible** if you present **new elements** in your application and these new **elements suggest that you need international protection**.

Your application is **inadmissible** if you do not present new elements that suggest that you need international protection.

**If your application is declared admissible, the following steps will apply.**

## Step 3. Examination of your application on the merits

If your application is admissible, the authorities will examine the reasons why you are asking for international protection and do not want to return to your home country (this is called an examination on the merits). If your application is declared admissible, it will follow the same steps as in the standard asylum procedure. However, the examination of your subsequent application might be accelerated.

You will be invited to a personal interview, unless the authority can directly take a positive decision based on the elements in your file.

### MEDICAL EXAMINATION

The authorities may ask you to undergo a medical examination concerning signs of past persecution or serious harm. The examination is free of charge and you will be asked to give your consent to it. You will be informed about the results of the examination, which will be taken into account in the assessment of your application. If no examination is requested by the authorities, you may request one at your own expense.

## Step 4. The decision on your application

The CGRS will send you by registered post the decision on your application for international protection. This decision will be sent at the address you choose as your domicile.

If you are accommodated in a reception centre, the decision will be sent to the centre. Depending on the procedures followed in the centre, the decision will be handed over to you by an employee of the centre or you will have to go to the post office to collect the letter containing the decision.

If you are staying at a private address, the postperson will deliver the letter with the decision to you personally. If you are not at home, the postperson will leave a notice in your mailbox. You have to take this notice to the post office to collect the letter with the decision. If you fail to do so within the time specified in the notice, the post office will send the letter back to the CGRS.

In its decision, the CGRS explains why it considers you are in need of protection or not. Your social worker or lawyer can explain the decision to you.

### POSSIBILITY TO APPEAL

If you do not agree with the decision, you can appeal against it. Read it carefully with the help of your social worker and/or your lawyer. Check with them which appeal period applies.

## WHAT ARE YOUR RIGHTS?

### THE RIGHT TO STAY AND RECEIVE RECEPTION SUPPORT AND SERVICES

If it is your first subsequent application, in principle you are allowed to stay in Belgium until the examination of your application is concluded.

**You may not be allowed to stay during the examination of your application** if:

- it is your second or further subsequent application; or
- you applied for international protection only to delay your imminent removal from Belgium.

**You may not be allowed to stay during the appeal procedure**. In this case, the reasons will be explained to you by the authorities, who will also let you know if and how you can request to be allowed to stay during the appeal procedure.

During your stay, you will receive **reception support and services**; however, these **might be limited** through an individual decision made by the relevant authority. More information about the reception support and services you will receive can be found in a separate brochure.

## YOU HAVE THE RIGHT TO RECEIVE INTERPRETATION

If you do not speak French or Dutch, an interpreter will help you to communicate with the authorities during the registration and the lodging of your application as well as during your personal interview, if any. The interpreter is free of charge.

## YOU CAN ASK FOR A MALE OR FEMALE INTERPRETER AND INTERVIEWER FOR YOUR PERSONAL INTERVIEW, IF THIS HELPS YOU TO FULLY EXPRESS YOURSELF

Depending on your reasons and subject to availability, your request will be met

## YOU HAVE THE RIGHT TO BE INFORMED AND REQUEST FREE LEGAL COUNSELLING

You can ask for legal counselling, free of charge, during the asylum procedure.

However, **you may not be entitled to free legal counselling if**:

- you submitted your subsequent application only to 'stop' a return procedure, or
- this is your second (or further) subsequent application.

You can ask for information and legal counselling at the Immigration Office when you register and lodge your application there.

You can also ask for legal advice at a Bureau for Legal Assistance.

## YOU CAN CONSULT A LEGAL ADVISER (LAWYER)

A legal adviser is a person providing personal legal assistance or representation to you in dealing with the authorities. It is your right to consult a legal adviser at any stage of the asylum procedure.

Share the details of your legal adviser with the authorities so that they can keep them informed about your application.

## YOU CAN COMMUNICATE WITH THE UNITED NATIONS REFUGEE AGENCY (UNHCR) OR OTHER ORGANISATIONS

You can contact and communicate with UNHCR or its partner organisations at any stage of the asylum procedure.

UNHCR protects the interests and the rights of asylum seekers and refugees. UNHCR or its partner organisations also provide information and assistance to asylum seekers.

UNHCR contact details and information on the asylum procedure can be found on the UNHCR webpage https://help.unhcr.org/.

You can also contact any other organisation providing legal advice or other counselling to applicants.

# WHAT ARE YOUR OBLIGATIONS?

## RESPECT THE LAWS OF BELGIUM

## STAY IN THE COUNTRY WHERE YOU APPLIED FOR INTERNATIONAL PROTECTION

Do not attempt to go to another EU+ country. You are only allowed to travel to another EU+ country if you are given permission to do so by the authorities.

## MAKE SURE THE AUTHORITIES CAN REACH YOU AND THAT YOU KEEP YOUR APPOINTMENTS

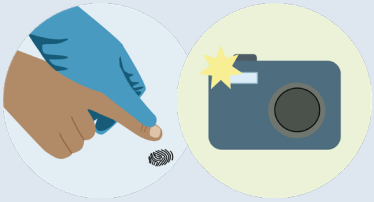
You must attend all appointments in person whenever requested by the authorities. You must be there on time. If you are unable to attend an appointment for a serious reason, inform the authorities immediately and explain the reason.

## COOPERATE FULLY WITH THE AUTHORITIES

When requested, you must do the following.

- Provide your personal details, documents and other relevant information to support your application .

- Provide identity documents. If you do not have them, explain why.



- Have your fingerprints and photograph taken.

- Lodge your application at a designated date and place.
- Attend the interview at the Immigration Office and the personal interview. Answer all questions during the interview.

- Agree to be searched and to have your belongings searched, if the authorities request to do so. A search will only occur where necessary and justified. The authority will explain the reasons for the search. The search will be carried out by a person of the same sex as you and will be done in a way that respects your dignity.

## TELL THE TRUTH

What you say is very important for the credibility of your application. This is why you need to be honest and give full and correct information about your identity, family, country of origin, the reasons why you have left your home country and do not want to return there.

You may not remember everything so you may not be able to answer all the questions. In this case, do not invent answers but explain that you do not remember.

## PROVIDE CORRECT CONTACT DETAILS AND BE REACHABLE

The authorities must be able to reach you regarding your application for international protection.

If your address, email or telephone number change, inform the authorities immediately.

**Remember, you must not leave Belgium while your application is being examined.**

If you are being accommodated in a centre, you should not move elsewhere without the permission of the authorities.

## SUBMIT ALL INFORMATION AND DOCUMENTS THAT SUPPORT YOUR APPLICATION TO THE IMMIGRATION OFFICE

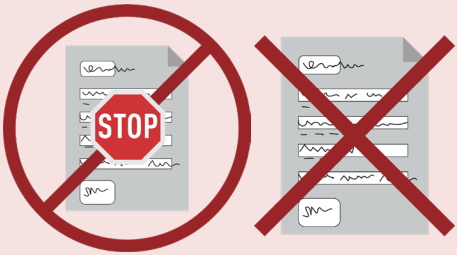
It is possible that you will not be invited to a personal interview and that the procedure will be very short, taking only a few days or even a few hours. Therefore, it is important that you tell the authorities without delay all the reasons and the new elements for which you are applying again.

You have to present original documents, wherever possible. You must not submit a fake document.

You should submit all information and documents as soon as possible when lodging your application. If you don't have the documents immediately available, you must submit them to the CGRS as soon as you have them if Belgium is responsible for the examination of your application for international protection.

## WHAT ARE THE CONSEQUENCES IF YOU DO NOT MEET YOUR OBLIGATIONS?

### YOUR ASYLUM PROCEDURE WILL BE STOPPED




Your application will be considered **withdrawn** or will be **rejected**. This means that you may lose your status as an applicant for international protection and all related rights.

This will happen if you refuse to:

- provide information when requested to do so
- have your fingerprints or photograph taken
- provide your address
- answer questions during your personal interview, if any

It will also happen if you:

- do not lodge your application within the set time limit without a serious reason
- do not attend the personal interview without a serious reason
- do not report to the authorities when requested to do so
- do not remain in the place where you are obliged to stay
- cannot be reached by the authorities
- leave the country.

You can also decide to withdraw your application at any time during the asylum procedure, for example because you have decided to return to your country. In this case, you will lose your status as an applicant for international protection.

## SOME TYPES OF RECEPTION SUPPORT AND SERVICES MAY BE REDUCED OR CANCELLED

In some circumstances, Fedasil may decide to reduce or cancel some types of support or some services.

Fedasil will inform you about such a decision in writing after assessing your situation.

You will find more information in a separate brochure.

## YOUR APPLICATION MAY BE NEGATIVELY AFFECTED

If you provide misleading or false information related to your identity or your application, or if you destroy or forge documents, this may have a negative impact on your application, for example as follows:

- Your application may be rejected and you may not obtain international protection.

- Your application may be examined in the asylum border procedure (if this happens, you'll receive specific information on this procedure).

International protection could also be taken away from you if the authorities find out later that you did not tell the truth during the asylum procedure.

## YOU WILL RECEIVE SPECIAL SUPPORT IF NEEDED

You should inform the authorities as soon as possible if you need any special support. These needs can arise from a wide variety of situations such as pregnancy, illness or experiences of psychological, physical or sexual violence.

The authorities will assess your situation and may provide additional support to facilitate your participation in the asylum procedure. For example, they may assign specialised staff to your case or adjust the length of the asylum procedure.

# WHAT IF YOU WANT TO RETURN TO YOUR COUNTRY?

At any time during the asylum procedure, you can decide to return voluntarily to:

- your country or
- a country of transit or another third country, if you have the right to do so.

If you decide to return voluntarily, your asylum procedure will be stopped or rejected and you will no longer have the right to stay in Belgium.

If you want to return voluntarily, contact Fedasil at **https://www.vrijwilligeterugkeer.be/en-gb** You can receive counselling as well as assistance for your safe and legal return.

ICAM Coaches at the Immigration Office can also give you information about voluntary return.

URL: www.dofi.ibz.be/en/ICAM

## CONFIRMATION OF RECEIVING THIS INFORMATION

An official will ask you to confirm that you have received this information.

If you did not understand something or if you have additional questions, you can always ask.

# INTERNATIONAL PROTECTION AUTHORITIES

**Office of the Commissioner General for Refugees and Stateless Persons (CGRS)**

Rue Ernest Blerot 39

1070 BRUSSELS

T 02 205 51 11

Website: **www.cgrs.be/en/contact-info**

- *Examines applications for international protection*
- *Issues certificates and civils status documents to recognized refugees and stateless persons.*

**Immigration Office (DVZ/OE)**

Boulevard Pacheco 44

1000 BRUSSELS

T 02 488 80 00

Email: **infodesk@ibz.fgov.be**

Website: **https://dofi.ibz.be/en/contact**

- *Access to the territory, residence, settlement and the removal of foreign nationals in Belgium*
- *International protection: registration of the application and determination of the member state responsible for the examination of the application.*

# INTERNATIONAL PROTECTION AUTHORITIES

**Council for Alien Law Litigation (CCE/RvV)**

Laurentide – rue Gaucheret 92-94

1030 BRUSSELS

T 02 791 60 00

F 02 791 62 26

E-mail: **info.rvv-cce@ibz.fgov.be**

Website: **www.rvv-cce.be**

- *Handles appeals against decisions of the Immigration Office and the Commissioner General for Refugees and Stateless Persons*

**Fedasil**

Rue des Chartreux 21

1000 BRUSSELS

T 02 213 44 11

F 02 213 44 22

E-mail: **info@fedasil.be**

Website: **www.fedasil.be**

- *Reception and support of applicants for international protection*
  *Coordination and support for voluntary return*

**Fedasil Arrival Centre**

Rue de Passchendaele 2

1000 BRUSSELS

T 02 793 82 40

This brochure is for information purposes only. It does not in itself create rights or obligations. The European Union Agency for Asylum (EUAA) has provided the main body of this material, and reproduction of and alteration to this brochure is authorised by the EUAA only for EU Member States. The EUAA does not accept any responsibility or liability for the accuracy, content, completeness, legality or reliability of the information included in this brochure by EU Member States or by any other responsible third party. Neither the EUAA nor any person acting on behalf of the EUAA is responsible for the use that might be made of the information found in this brochure.

© European Union Agency for Asylum, 2026.

Publications Office of the European Union

ISBN 000-00-00-00000-0
doi: 00.0000/0000000
AA-00-00-000-NL-C