
Permits, Visas & Red Tape

We want to make it easy for you to come to Denmark and experience our first-class education. But obviously, there are some official forms to be filled first. Hopefully, this shouldn't prove too complicated



Guide

Permits, Visas & Red Tape

Printed:
August 15, 2018

STUDY IN DENMARK

**The Danish Agency for
International Education**
Fiolstraede 44
DK-1171 Copenhagen K

Tel: +45 3395 7000
Fax: +45 3395 7001
Web: www.en.ui.dk

Index

Do I need a visa?	2
Registration certificates - for EU/EEA/Swiss citizens	3
Residence permits - for non-EU/EEA citizens	4
How do I register my residence in Denmark ?	6
How do I get a Danish ID-number? (CPR)	8
Information for Nordic citizens	10

Do I need a visa?

Read here to see if you will need to apply for a visa before coming to Denmark

A visa is issued for the purpose of a short stay of **no more than 90 days** in Denmark. The 90 days must be spent in within a 180 day period in either Denmark or another **Schengen country** (<http://www.schengenvisa.info.com/schengen-visa-countries-list/>). However, if you apply for a visa to Denmark, the main purpose and time spent must be in Denmark.

See which nationals need a visa to enter Denmark (http://www.nyidanmark.dk/en-us/coming_to_dk/-visa/need Visa/who_needs_Visa.htm)



Foreign nationals who are required a visa to enter Denmark and who intend to stay in Denmark for **more than 3 months** must apply for a **residence permit** prior to arriving in Denmark. Please note that if you apply for a residence permit and visa at the same time, your visa application will be turned down.

If you have been granted certain types of residence or re-entry permits in another Schengen country, you do not need a visa to enter Denmark. Read more about **residence permits issued by another Schengen country** (http://www.nyidanmark.dk/en-us/coming_to_dk/visa/schengen/-residence_permit_schengen.htm). These types of residence permits are not valid for entry into the Faroe Islands or Greenland.

Please note that work is not permitted during a stay covered by a visa. A work permit is required for paid/unpaid work in Denmark.

Where to file your application

You may apply for a visa at any authorised Danish mission in a country where you are staying legally on a permanent or temporary basis. This includes all Danish Embassies and certain consulates abroad. To find out where to apply for visa visit **The Ministry of Foreign Affairs of Denmark** (<http://um.dk/en/travel-and-residence/where-to-apply/>)

For further information about the Danish Immigration rules, visit the website of the **Danish Immigration Service**. (http://www.nyidanmark.dk/en-us/coming_to_dk/visa/visa.htm) You can also contact **the nearest Danish embassy or consulate**. (<http://um.dk/en/about-us/organisation/-find-us-abroad/>)

Useful links

- Citizens who needs a visa to enter Denmark http://www.nyidanmark.dk/en-us/coming_to_dk/visa/need_Visa/who_needs_Visa.htm
- Short stay visas <http://um.dk/en/travel-and-residence/short-stay-visas/>
- How to apply http://www.nyidanmark.dk/en-us/coming_to_dk/visa/how-to/how_to_app.htm
- Danish missions abroad <http://um.dk/en/about-us/organisation/find-us-abroad/>

■

Registration certificates - for EU/EEA/Swiss citizens

As an EU/EEA citizen or Swiss national you may stay in Denmark for up to three months without a registration certificate. But if you stay longer, you will need one. Here is how to get it

As an EU/EEA citizen or Swiss national, you may stay in Denmark for up to three months without a residence permit. If you work while you are here, you can stay up to six months.

If you wish to stay longer, you will need either a registration certificate (for EU/EEA citizens) or a residence card (for Swiss nationals).

Why do I need this?

Unlike a residence permit issued under the Danish Aliens Act, registration certificates/cards are merely proof of your existing rights under EU rules on the free movement of people and services.



How to obtain a registration certificate

The residence permit or card may be obtained from the **Regional State Administration** (<http://www.statsforvaltning.dk/site.aspx?p=6394>)(Statsforvaltningen) within three months upon your arrival in Denmark. Bring your passport, two passport photos and your 'Letter of Admission'.

Note that it may take up to three weeks to process your application and issue your permit. You must obtain your residence permit in order to register with the **Danish Civil Registration** and be covered by Danish Health Insurance

Useful links

Regional State Administration
<http://www.statsforvaltning.dk/site.aspx?p=6394>



Residence permits - for non-EU/EEA citizens

As a non-EU/EEA citizen you will need to apply for a Danish residence permit to study in Denmark - before coming to Denmark. Here is what you need to know

As a **non-EU/EEA** citizen you may be granted a Danish residence permit in order to study in Denmark.

To be granted a residence permit, you must prove in writing that:

- You have been accepted as a student to a higher education course/programme at a university, college or institute that has been approved by the Danish government
- You are either completing an entire educational programme offered by a Danish institution of higher learning or are a visiting/guest student attending part of a programme that you have already commenced in your country of residence
- You can support yourself financially for the duration of your stay. If you are to pay a tuition fee, you may document that by showing that you have paid the tuition fee for the first semester or year, instead of documenting that you can support yourself. If you submit a bank statement to document that you can support yourself financially, please note that the bank statement must be less than 30 days old and clearly state in which currency the account is held. Your name must appear from the bank statement.
(Please note: foreign students do not usually receive state grants or benefits in Denmark). If you receive state grants or benefits in Denmark, your residence permit may be revoked and you risk deportation.
- You can speak and understand the language of instruction and have a functional command of either Danish, Swedish, Norwegian, English or German



How to apply for a student residence permit

To apply for a Danish residence permit, fill out this application form

(http://www.nyidanmark.dk/en-us/coming_to_dk/studies/how_to_apply.htm)

Make sure you fill out the application form correctly. You are obligated to give true and correct information to the Danish Immigration Authorities, and you may risk having your application rejected or the processing time of your case delayed, if you fail to do so. The process is as follows:

1. First, a representative of the educational institution in Denmark will complete section two of the application form, attach the required documents and send it to you.
2. Next, complete section one of the application form and attach your own supporting documents.
(Please remember to sign the sworn declaration at the end of the form)
3. Submit the application in its entirety at the nearest Danish Embassy, General Consulate or VFS-station. It will then be forwarded to the Danish Immigration Service for processing. You may also submit your application online. In this case, you must subsequently within 14 days submit your biometric features at one of the aforementioned Danish Representations. **Process time for fully completed applications** (https://www.nyidanmark.dk/en-us/coming_to_dk/processing_times/siri/service-goals.htm).

IMPORTANT: Biometric residence cards required for all non-EU students (http://www.nyidanmark.dk/en-us/coming_to_dk/Residence_cards_biometric/residence_cards_biometric.htm)

As of 20 May 2012, all non-EU citizens who wish to study in Denmark must have their photograph, fingerprints and signature recorded digitally when they submit their application for a Danish residence permit. If the application is uploaded online the applicant must submit his biometric features within 14 days. See [where to apply for a biometric residence permit after](#) (<http://um.dk/en/travel-and-residence/residence-and-or-work-permits/>) **20 May, 2012** (<http://um.dk/en/travel-and-residence/residence-and-or-work-permits/>) (list is subject to change).

Note: As of 1 January 2011, a processing fee will normally be charged when applying for a residence permit or an extension of a residence permit. For further information about fees, please visit www.nyidanmark.dk (http://www.nyidanmark.dk/en-us/coming_to_dk/fee/fee.htm)

The International Office can help you

If you need help when applying for a Danish residence permit, contact the International Office at the institution you have been accepted to. They can guide you, if for example it is not possible to apply for a biometric residence permit in your home country. [Contact details for all institutions.](#)

Useful links

How to apply for a residence permit to study in Denmark

http://www.nyidanmark.dk/en-us/coming_to_dk/studies/how_to_apply.htm

■

How do I register my residence in Denmark ?

Here we have listed some recommended steps for students seeking to register their residence in Denmark for one semester or longer

2 steps to registering in Denmark – from a Nordic country	3 steps to registering in Denmark – from an EU/EEA country	3 steps to registering in Denmark – from a country outside the EU/EEA
<p>1. As a Nordic citizen you have the right to live, study and work in Denmark. Just remember to bring along identity papers with a photo, for example a driver's license or passport. When you have arrived in Denmark, we recommend you register in the Civil Registration System (CPR) as soon as possible. Go to the nearest Citizen Service Centre (https://lifeindenmark.borger.dk/Pages/default.aspx) to apply.</p>	<p>1. As a citizen of an EU/EEA country or of Switzerland, you have the right to live, study and work in Denmark. When you have arrived in Denmark, we recommend you apply for a registration certificate as soon as possible. A registration certificate is your documentation that you have the right to reside in Denmark. Go to the nearest regional State Administration (http://statsforvaltning.dk/site.aspx?p=5466) to apply.</p>	<p>1. As a citizen of a country outside of the Nordic region, the EU/EEA or Switzerland, you must have a residence permit from the Danish Immigration Service before coming to Denmark. You can submit your application for residence permit through a Danish representative office (embassy or general consulate) in your home country as soon as you have received your admission letter from your Danish educational institution.</p>
<p>2. When you have received your CPR number, you are fully registered and can use the CPR number card to e.g. open a bank account, use the library or get a membership card for your local gym.</p>	<p>2. When you have received your registration certificate, you should register in the Civil Registration System (CPR) as soon as possible. Go to the nearest Citizen Service Centre (https://lifeindenmark.borger.dk/Pages/default.aspx) to apply.</p>	<p>2. After arrival in Denmark you should register in the Civil Registration System (CPR) as soon as possible. Go to the nearest Citizen Service Centre (https://lifeindenmark.borger.dk/Pages/default.aspx) to apply and remember to bring your residence permit.</p>
	<p>3. When you have received your CPR number, you are fully registered and can use the CPR number card to e.g. open a bank account, use the library or get a membership card for your local gym.</p>	<p>3. When you have received your CPR number, you are fully registered and can use the CPR number card to e.g. open a bank account, use the library or get a membership card for your gym.</p>

Please note you can only register your residence at the following international citizen service centres:

COPENHAGEN

International Citizen Service East
Gyldenløvesgade 11
1600 Copenhagen
P: +4533666606 / east@icitizen.dk

AARHUS

International Citizen Service West
Åboulevarden 31, 1st. floor
8000 Aarhus C
P: +4572223375 / west@icitizen.dk

AALBORG

International Citizen Service North
Slotspladsen 1, Opgang A
9000 Aalborg
P: +4572568920 / north@icitizen.dk

ODENSE
International Citizen Service South
Dannebrogsgade 3, 1.th,
5000 Odense C
P: +4572205420 / south@icitizen.dk

Useful links

Citizen Service Centre
<https://lifeindenmark.borger.dk/Pages/default.aspx>

Regional state administration
<http://statsforvaltning.dk/site.aspx?p=5466>

Civil Registration System
<https://www.cpr.dk/english/>

■

How do I get a Danish ID-number? (CPR)

To obtain your personal ID-number while studying in Denmark you will need to register with the Danish Civil Registration System. Here is how to register

To obtain your personal ID-number as an international student in Denmark you will need to register with the Danish **Civil Registration System** (<https://www.cpr.dk/english/>) to obtain your personal ID number ('CPR number') while studying in Denmark.

Once registered you will be allocated a Civil Personal Registration (CPR) number. The CPR number is unique to the person and is used in Denmark as an ID number.

Almost all public authorities use the CPR registry system to e.g. avoid duplicate registration and errors with regards to a person's identity. The private sector will often ask for your CPR number, for instance when you want to **open a bank account**.

What is the Danish Civil Registration System?

The Danish Registration System contains the name, address, marital status, place of birth and other basic personal information about residents of Denmark. The registry can be accessed by public authorities. Private companies and individuals can also receive some of the information from the system.



How to obtain a CPR number

To obtain a civil registry number (CPR number) on the basis of residence you must meet all the following criteria:

1. Your stay in Denmark must last more than three months (Persons emigrating from other Nordic countries, irrespective of their nationality, nationals of an EU/EEA country or Switzerland, and their family members from third-countries, may stay in Denmark for up to six months before having to notify immigration authorities of their arrival)

2. You have acquired a residence or a fixed place of abode in Denmark

3. You are legally entitled to stay in the country (in terms of documentation, this means a residence permit)

Notification of arrival must be made to the local municipality of residence within five days after the conditions mentioned in sections 2 and 3 are fulfilled.

Requisite documentation, including ID and documentation regarding the entitlement to stay in Denmark, must be presented for the purpose of registering your personal data in the CPR system. The local municipality can require any person to report in person prior to registration.

If you study in Denmark but do not officially reside there you can in most cases still be allocated a CPR number for taxation purposes.

If you move after you have been registered in the system you are obliged to report this to your (new) municipality. If you leave Denmark you are required to report your move abroad to the municipality, where you are registered before you leave.

Useful links

The Civil Registration System
<https://www.cpr.dk/english/>

Regional State Administration
<http://statsforvaltning.dk/site.aspx?p=5466>



Information for Nordic citizens

As a Nordic citizen you are free to reside, study and work in Denmark without a permit

As a citizen of Finland, Iceland, Norway and Sweden you are free to reside, study and work in Denmark. You do not need a visa, residence permit or work permit.

As a Nordic citizen you can also enter Denmark without a passport. However, you must be able to identify yourself if required, for instance if you are staying in a hotel. Your driver's licence or credit card will do.

To find out more, visit *Hallo Norden* (<http://www.hallonorden.dk/forside/dk/forside.aspx>) – the Nordic Council of Ministers' official information website, which is particularly relevant to students, jobseekers or people who wish to move from one Nordic country to another.

Useful links

Hallo Norden

<http://www.norden.org/da/norden-for-dig> (<http://www.norden.org/da/norden-for-dig>)

Regional state administration

<http://www.statsforvaltning.dk/site.aspx?p=6394>

■

