



Please contact ISM if you would like to set up a meeting or visit the ISM office.

For further information about ISM services, please check out our website: [ism.ku.dk](http://ism.ku.dk).

Sign up to receive our monthly newsletter. Log in to KU-net and subscribe to "News from ISM"

**Contact:**

International Staff Mobility  
[interstaff@adm.ku.dk](mailto:interstaff@adm.ku.dk)  
Tel: +45 35 32 44 60

Visiting address:  
Krystalgade 25  
1172 Copenhagen

[www.ism.ku.dk](http://www.ism.ku.dk)



# International Staff Mobility (ISM)

Support and assistance to all international staff and families on all issues related to moving to and settling in Denmark



### (Pre)-arrival support in Denmark

- Application for residence and work permit for:
  - Researchers, PhDs and Guests
  - Administrative staff
- Advice, guidance and booking appointments for registration in Denmark for both EU and non-EU residents
- Tax registration and applications for researcher taxation
- Information about pension

### Monthly information meetings for new employees covering:

- Registration in Denmark
- Tax and pension
- Danish healthcare system
- Banking and insurance
- Residence and work permits
- Dual Career Services
- Free Danish language lessons

### Guidance when conducting research abroad

- Advice on tax, travel insurance and social security
- Information for PhD students about change of research environment



### Danish Language and Culture at UCPH

- Danish language courses for all staff
- English language courses (and other foreign languages)
- The language policy
- Workplace culture

### Dual Career ~ Spouse Network

- Individual career counselling
- International Dual Career Network Copenhagen (IDCN)
- Career development workshops
- Career network and social events

### Check out the ISM calendar

- Information meetings
- ISM events for researchers and families
- Courses on intercultural communication
- Dual Career events

### Faculty Services

- ISM offers extended Faculty Services for all Faculty staff throughout the recruitment process