International Staff Mobility

Good to know about your permit:

- Please read all pages of your residence- and work permit.
- Make sure to check the expiration date of your work permit. It might be shortened because of the expiration of your passport.
- Make a personal note of the expiration date of your work permit. It is not always the same date as your residence permit.
- Please understand it is your responsibility to extend your residence- and work permit in time.
- You must inform the Danish Agency for International Recruitment and Integration (SIRI) and ISM of any changes in your employment e.g. leave of absence, change of working hours or moving to another country.
- Work outside the University of Copenhagen will most likely require a separate work permit for sideline employment.
- You can extend your residence- and work permit no earlier than 3 months before your current permit expires.
- If you have to re-enter Denmark after submitting your application for a residence- and work permit but before receiving your residence card, you have to apply for a re-entry permit at SIRI.
- Accompanying family members have a permit for the same duration as the main applicant and subsequently have to extend their permit together with the main applicant.
- Please ask ISM if you have any questions – interstaff@adm.ku.dk