



Residence and work permit in Denmark

RESIDENCE AND WORK PERMIT IN DENMARK

As a citizen outside the EU/EEA or Switzerland, you must apply for a Danish residence and work permit if you want to take up employment at the University of Copenhagen.

If you are offered a position as a researcher at the University of Copenhagen, you do not need to apply for your own residence and work permit. The University of Copenhagen will apply on your behalf.

You will find that the application process is easy and it is possible to obtain a work permit within days of applying and even before the application has been processed by the Danish immigration authorities. This is only possible because the University of Copenhagen is certified to use the Fast-Track scheme that allows for a quick and flexible recruitment.

If you bring a partner, he or she will receive a Danish residence permit that entitles them to work, study or start their own business.





Photo: Copenhagen Media Center/Maria Sattrup

WHAT ARE MY RIGHTS WHEN GRANTED A PERMIT AS A RESEARCHER?

The University of Copenhagen is certified to recruit researchers faster and easier through the Fast-Track scheme. The Fast-Track scheme may entitle you to take up employment before your application for a residence and work permit has been finally approved. This allows for a quick and easy job start.

With a permit as a researcher, you can change job position and working hours within the University of Copenhagen without having to apply for a new work permit.

You are exempt from the requirement of a separate work permit if you want to take up sideline employment with other employers in Denmark. However, any sideline employment must be naturally related to your employment at the University of Copenhagen.

Furthermore, you are, as a researcher, allowed to carry out unpaid voluntary work in Denmark.

Your permit allows you the flexibility of deregistering your Danish address and periodically work and reside outside of Denmark during your employment at the University of Copenhagen.

Your permit will also include a job-seeking period if you have been offered a time-limited employment. You can use this period to look for job opportunities in Denmark. If you find a new job during the job-seeking period, you can start as soon as you have submitted an application for a new work permit.

Your permit allows you to travel within the Schengen area for up to 90 days within a 180-day period. However, it does not allow you to work in other Schengen countries.

APPLICATION PROCESS – WHAT DO I NEED TO DO?

International Staff Mobility (ISM) will initiate your application process. You will receive an email requesting all the information needed to apply.

ISM will complete the application process on your behalf and inform you on how to proceed. You will be asked to have your biometric features recorded (fingerprint, facial photo and signature) recorded within 14 days.

You can have your biometrics features recorded in Denmark, at a Danish diplomatic mission abroad or at an application centre in the country, where you reside. Please note that the individual diplomatic mission has additional requirements regarding payment of fees.

The Danish immigration authorities will process your application within approximately 30 days from the day your application has been submitted.

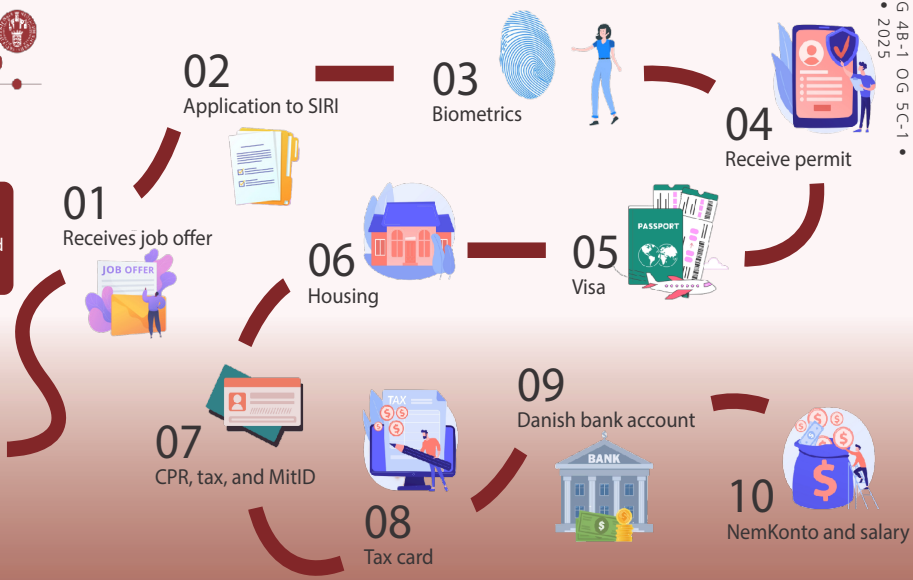
ISM will guide you on how to get a provisional work permit if there is less than 30 days until your employment starts.

Read more about where you can have your biometric features recorded: www.um.dk/en – Travel and Residence – Where to apply for a visa or residence permit.

The application fee for a residence and work permit as a researcher can be found on www.newtodenmark.dk



Luis, researcher
Recruited from abroad



WHAT ABOUT MY FAMILY?

Your family members can be granted a residence permit as an accompanying family member if they fall under the following categories:

Spouse

Registered partner

Cohabiting partner

Child under the age of 18.

The permit entitles them to take up employment in Denmark regardless of employer or job description. They can work part time or full time and change job without having to apply for a new work permit.

They are allowed to start their own business and they they may also study in Denmark.

Their permit allows you to travel in the Schengen area for up to 90 days within 180 days. However, the permit does not allow you to work in other Schengen countries.



APPLICATION PROCESS

– ACCOMPANYING FAMILY

International Staff Mobility (ISM) will guide you on how to apply for a permit as an accompanying family member online.

Once your family member has submitted their application, they will be asked to have their biometric features (fingerprint, facial photo and signature) recorded within 14 days.

They can have your biometrics features recorded in Denmark, at a Danish diplomatic mission abroad or at an application centre in the country, where they reside. Please note that the individual diplomatic mission have additional requirements regarding payment of fees.

The Danish immigration authorities will then process the application after the biometric features are recorded.

The official processing time is 60 days. However if they submit the application together with you, both applications will as a general rule be processed at the same time. The same applies for the children.

Read more about where you can have your biometric features recorded:
www.um.dk/en – Travel and Residence – Where to apply for a visa or residence permit

The application fee for a residence and work permit as a researcher can be found on www.newtodenmark.dk



Luis, researcher
Recruited from abroad



01
Receives job offer



02
Application to SIRI



03
Biometrics



04
Receive permit



06
Housing



05
Visa



07
CPR, tax, and MitID



08
Tax card



09
Danish bank account



10
NemKonto and salary

