

Checklist – Cross Border Commuters

- 1) Starting out**
Visit the ISM website ism.ku.dk to learn about important things such as the registration process in Denmark.
- 2) Residence and work permit**
Non-EU citizens must apply for a residence and work permit. ISM will help you with this.
- 3) Tax authorities**
Register with the tax authorities to get a special tax number. ISM can help with this process and if you are eligible for the researcher taxation scheme, ISM can apply on your behalf.
- 4) Bank account / NemID**
When you have received the special tax number, you can open a Danish bank account or set up an existing bank account as your NemKonto. You need either one in order to receive your salary. If you apply for a Danish account, you automatically get NemID. If you do not open a Danish bank account, you need to apply for NemID at the local citizen centre. ISM will help with either one.
- 5) Health Card**
When you have received your tax number (and if you are an EU citizen), you can apply for the special health card online.
- 6) Good to go!**
ISM events are a great opportunity to meet other international staff and to receive information about working and living in Denmark. Check ism.ku.dk/events.

