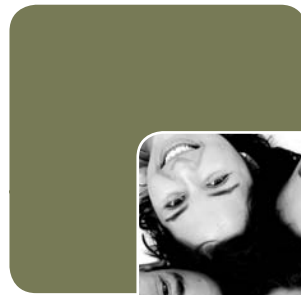
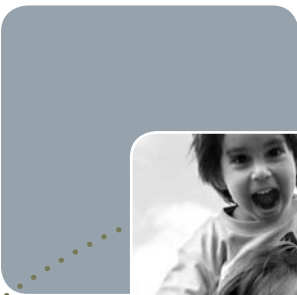




Welcome to **Denmark**

– a Guide for Employees and Students from Abroad



Welcome to Denmark

– a Guide for Employees and Students from Abroad

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Welcome to Denmark

IN DENMARK WE WANT TO WELCOME NEW CITIZENS WHO ARE INTERESTED IN WORKING OR STUDYING IN THE COUNTRY.

For this reason the Danish Ministry of Integration has prepared this guide in cooperation with other Danish ministries. The guide provides answers as to how you - and your family, where applicable - can come to Denmark to work or study. It also provides sound practical advice on how to begin your new life in Denmark.

The guide begins with an introduction. The introduction directs you to the guide's 20 *information pages*, which will provide you with all the specific information you need.

The introduction is divided into the following thematic sections:



How to come to Denmark to work



How to come to Denmark to study



How to bring your family to Denmark



What to do when you move to Denmark

At the end of the introduction you will find a list of the 20 *information pages* included in the guide.

At the back of the guide you will find links providing additional information in English.



How to come to Denmark to work

Before moving to Denmark to work, you are normally required to have a residence and work permit. In many cases, it is a prerequisite that you have already found employment in the country. However, if you are an EU/EEA citizen or a Swiss national (subsequently referred to as an EU citizen) and are expecting to reside in Denmark for more than three months, you must apply for a registration certificate.

On the **blue** information pages you will find practical information about how to come to Denmark to work.

Finding work in Denmark from abroad

- 1 • If you reside in another country and want to seek employment in Denmark, please read information page 1.

Entry regulation for specific groups

- 2 • If you are an EU citizen and want to work in Denmark, please read information page 2.
- 3 • If you are not an EU citizen and *have been offered employment* in Denmark, please read information page 3.
- 4 • If you are not an EU citizen and *want to seek employment* in Denmark, please read information page 4.

If you are a Nordic citizen, you are free to enter, live, study and work in Denmark.

You can find an overview of EU/EEA countries and the Nordic countries at: www.newtodenmark.dk/eu. Please note that citizens from Switzerland are covered by the same rules as citizens from EU/EEA countries.



How to come to Denmark to study

In many cases, before moving to Denmark to study, you will require a residence permit. To qualify for a residence permit you will have to be enrolled in a course of study. However, if you are an EU/EEA citizen or a Swiss national (subsequently referred to as an EU citizen) and are expecting to reside in Denmark for more than three months, you must apply for a registration certificate.

On the **red** information pages you will find further information about how to come to Denmark to study.

Enrolling in a programme of higher education in English in Denmark

- 5**
- If you want to take a programme of higher education in English in Denmark, please read information page 5.

Entry regulation for specific groups

- 6**
- If you are an EU citizen and want to study in Denmark, please read information page 6.
- 7**
- If you are not an EU citizen and want to study in Denmark, please read information page 7.

If you are a Nordic citizen, you are free to enter, live, study and work in Denmark.

You can find an overview of EU/EEA countries and the Nordic countries at: www.newtodenmark.dk/eu. Please note that citizens from Switzerland are covered by the same rules as citizens from EU/EEA countries.



How to bring your family to Denmark

You can bring your family with you to Denmark if you come here to work or study as an EU/EEA citizen or a Swiss national (subsequently referred to as an EU citizen). If you are not an EU citizen but have a residence permit that entitles you to work or follow a programme of higher education in Denmark, you are, as a rule, entitled to bring your family with you.

On the **grey** information pages you will find further information about how to bring your family with you to Denmark:

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- If you are an EU citizen, please read information page 8.

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- If you are not an EU citizen, please read information page 9.

If your family are Nordic citizens, they are free to enter, live, study and work in Denmark.

Please note: From 1 January 2011 onwards, a processing fee will normally need to be paid when a foreign national applies for a residence permit, an extension of a residence permit and for a permanent residence permit in the areas of work, studies and family reunification. Read more about it at: www.newtodenmark.dk/fee.

You can find an overview of EU/EEA countries and the Nordic countries at: www.newtodenmark.dk/eu. Please note that citizens from Switzerland are covered by the same rules as citizens from EU/EEA countries.





What to do when you move to Denmark

On the **green** information pages you will find information about what to do when you move to Denmark. Remember, too, that in many cases you will need a residence permit or need to apply for a registration certificate. (You can read more about this in the previous sections).

General issues

- 10** • Before moving to Denmark, it is a distinct advantage to have found somewhere to live. If you are going to work in Denmark, you can ask your employer for help. If you are a student, your place of study may be able to help you. You can read more about this on information page 10.
- 11** • As a rule, you must report your immigration to the Citizen Service Centre in your local municipality, if you are going to stay in Denmark for more than three months
- 12** (six months for some groups), have a legal basis for residing in the country and a residence, or a fixed place of abode. You can read more about this on information pages 11 and 12.
- 13** • When you have reported your immigration and have registered with the CPR, you are free to choose a general practitioner (GP). Your local municipality will then send you a health insurance card that gives you access to the Danish public healthcare system. You can read more about this on information page 13.
- 14** • As a rule, you are required to pay tax on your earnings in Denmark, regardless of whether you have registered with the CPR. You can read more about this on information page 14.

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If you have children

- If you have children aged between 0 and 6, you can have them looked after, e.g. in a kindergarten or in family day care. Children aged 6-10 can be looked after in an aftercare centre when the child is free from school. You can read more about this on information page 15.

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- If you have children aged between 6 and 16, you can enrol your children at school. You can read more about this on information page 16.

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If you want to learn Danish

- As a rule, if you have turned 18, you are entitled to three years' Danish tuition. You can read more about this on information page 17.

18

If you want to look for employment

- If you want to look for employment in Denmark once you have moved to the country, please read information page 18.

19

If you want to drive

- You may drive a car in Denmark if you hold a valid driving licence issued by an EU/EEA country or the Faroe Islands. Driving licences from other countries may be used for up to 90 days from taking up residence in Denmark. If, after this time, you want to drive a car in Denmark, you will have to apply for a Danish driving licence. You can read more about this on information page 19.

20

If you want to take part in cultural and leisure activities

- Denmark has a rich cultural life and a wide range of leisure activities in which you can take part. You can read more about this on information page 20.

INFORMATION PAGES

Before you move to Denmark

1. Finding work in Denmark from abroad
2. How to come to Denmark to work (EU citizens)
3. How to come to Denmark to work (non-EU citizens)
4. How to come to Denmark to work under the greencard scheme (non-EU citizens)
5. Enrolling in a programme of higher education in English in Denmark
6. How to come to Denmark to study (EU citizens)
7. How to come to Denmark to study (non-EU citizens)
8. How to bring your family to Denmark (EU citizens)
9. How to bring your family to Denmark (non-EU citizens)

When you move to Denmark

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11. Citizen Service Centre
12. The Civil Registration System (CPR)
13. Health
14. Tax
15. Child day care services
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17. Danish tuition
18. Job seeking
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20. Cultural life and leisure activities





WORK

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1. Finding work in Denmark from abroad

Entry regulation for specific groups

2. How to come to Denmark to work (EU citizens)
3. How to come to Denmark to work (non-EU citizens)
4. How to come to Denmark to work under the greencard scheme (non-EU citizens)

1 | Finding work in Denmark from abroad

Brief introduction

There are different ways to find work in Denmark when you live in another country. One way is to log onto www.workindenmark.dk. Here you will find a job bank with international job advertisements and a CV database where you can register your CV.

You can also contact one of the three regional workindenmark centres in Denmark. You can find additional information at: www.workindenmark.dk.

How do I find work in Denmark when I live in another country?

You can, for example, find work in Denmark by:

- Checking online for job advertisements, for example at: www.workindenmark.dk.
- Registering your CV with an online CV database, e.g. at: www.workindenmark.dk.
- Applying for a job through recruitment or temporary employment agencies.
- Sending an unsolicited job application or by approaching the workplace in person.
- Using your personal contacts with others who are already working in Denmark.

To get a job in Denmark you will have to possess the necessary skills and qualifications that fit the job opportunities on offer. The vast majority of jobs require that you have special skills or are willing to acquire new ones.



Most employers will ask for a written job application. For job seeking in Denmark, a job application should be roughly one page long. In it you should state your reasons for applying for the job, your qualifications and experience and write a little about yourself. It is a good idea to enclose a copy of your CV, listing your education and job experience. Similarly, it is advisable to enclose copies of examination certificates and references from previous employers and internships.

How are working conditions in Denmark?

You can find information about working conditions - including workers' rights - in Denmark at: www.workindenmark.dk.

Where should I inquire?

You can contact one of the three regional workindenmark centres in Denmark. You can find information at: www.workindenmark.dk.

Where can I find additional information?

You can find additional information on the following websites:

- www.workindenmark.dk: Denmark's official website for international recruitment and job seekers and information on living and working conditions in Denmark. Here you will also find job advertisements and a CV database for employees and students from abroad.
- www.newtodenmark.dk/informationguide: Information guide for people moving to Denmark.
- www.seasonalwork.dk: Denmark's official website for seasonal work.
- www.jobnet.dk: Denmark's largest job portal, which includes the municipal job centres' job offers for all job seekers and employers throughout the country. Here you can find the address of the municipal Job Centre. This website is in Danish.

2 | How to come to Denmark to work

Brief introduction

As an EU, EEA or Swiss national you are free to enter Denmark. No prior residence permit or visa is required to work in Denmark. However, if your stay in Denmark is expected to exceed three months, you must apply for a registration certificate. Jobseekers are required to submit their application within six months after entry.

You can find additional information about residence in Denmark under EU rules at: www.newtodenmark.dk/eu.

How can I gain access to working in Denmark under EU rules regarding free movement of workers?

As an EU, EEA or Swiss national you are free to enter Denmark. You can stay in the country while you are seeking employment or you can enter the country and begin working if you have found employment. No prior residence permit or visa is required.

Job seeking period

You are free to enter Denmark and stay in the country for three months. If you want to stay in Denmark while you are seeking employment, you can stay in the country for six months. The only requirement is that you can support yourself during the job seeking period. A registration certificate is not required for job seekers in Denmark who reside in the country for up to six months.

When you have found employment in Denmark

When you have found a job in Denmark, you can start working when it suits you and your employer. No prior residence permit is required.



Registration certificate

If your stay in Denmark as an employee is expected to exceed three months, you must apply for a registration certificate. The registration certificate is your documentation that you are entitled to stay and work in Denmark under EU rules on free movement of workers. It is also the key to the rest of your contact with the Danish authorities. You should therefore begin by applying for your registration certificate.

Where should I inquire?

You can apply for a registration certificate in person at the Regional State Administration in the region in which you reside.

You can find your Regional State Administration at:
www.statsforvaltning.dk.

The website will provide you with an application form which must be completed and handed in together with a passport photo and proof of employment in Denmark. Furthermore you will be required to present your passport or national identity card.

Where can I find additional information?

You can find additional information about residence in Denmark under EU rules at: www.newtodenmark.dk/eu.

3 | How to come to Denmark to work

Brief introduction

You can apply for a residence and work permit in Denmark. As a rule, this requires that you possess special qualifications and that you have been offered employment at standard terms of pay and conditions of employment. You must apply for a residence and work permit at the Danish embassy or consulate in your home country.

There are several schemes that can help highly qualified foreigners get a residence and work permit in Denmark.

You can find additional information about applying for a residence and work permit in Denmark at: www.newtodenmark.dk/work.

How can I gain access to work in Denmark?

Residence and work permits

In order to work in Denmark you must have a residence and work permit. As a rule, a residence and work permit requires that you possess special qualifications and that you have been offered employment at standard terms of pay and conditions of employment.

If you are offered employment in Denmark, it is your responsibility to get a residence and work permit. If you work illegally in Denmark, you risk deportation and you and your employer risk a fine, or in particularly serious cases, imprisonment.

Special schemes

There are several schemes that can help highly qualified foreigners apply for a residence and work permit in Denmark:

- *The Positive List* - is a list of professions where there is a shortage of qualified labour. If you are trained in one of these professions, you will have particularly easy access to the Danish labour market.

View the entire list here: www.newtodenmark.dk/positivelist.



- *The Pay Limit scheme* - means that you have particularly easy access to the Danish labour market if you have been offered a job with a gross annual pay of more than DKK 375,000.
- *The Corporate scheme* - means that as an employee working for an overseas company with operations in Denmark, you can apply for a corporate residence permit for a fixed period so you can alternate between working in Denmark and abroad.
- *The greencard scheme* - enables highly qualified professionals to come to Denmark to seek employment and subsequently work in the country. You can find out more about the scheme on information page 4.
- *Researchers* - as a researcher you have particularly easy access to the Danish labour market.
- *Self-employed persons* - as a self-employed person you may, under certain circumstances, be eligible to operate an independent business in Denmark.
- *Special groups of foreigners* are exempt from the normal regulations. Such groups include diplomats, certain musicians and entertainers, people employed in the transportation sector and certain Turkish nationals.

Where should I inquire?

You must apply for a residence and work permit at the Danish embassy or consulate in your home country. If you are legally residing in Denmark, you can send an application to the Danish Immigration Service or your local police station.

Where can I find additional information?

You can find additional information on the following websites:

- www.newtodenmark.dk/work: Here you can find information about applying for a residence and work permit in Denmark. You can also find the application form you will need.
- www.um.dk: Here you will find the Ministry of Foreign Affairs in Denmark's list of Danish embassies and consulates abroad.
- www.workindenmark.dk: Denmark's official website for international recruitment and job seekers.
- www.investindenmark.dk: Useful website if you are considering starting your own business or establishing a branch of an existing company.

4 | How to come to Denmark to work under the greencard scheme

Brief introduction

If you want to come to Denmark for the purpose of seeking employment, you can apply for a residence permit under the greencard scheme. The greencard scheme enables you to have a residence permit without a specific job offer. A green card is issued following an individual assessment on the basis of a point system.

You can find additional information about applying for a residence permit under the greencard scheme at: www.newtodenmark.dk/greencard.

What are the conditions for granting a residence permit under the greencard scheme?

To receive a residence permit under the greencard scheme you must score a minimum of 100 points. Points are awarded according to five criteria: education, language proficiency, work experience, adaptability and age. You can read more on this below.

Furthermore, it is a condition that:

- You take out health insurance that covers you until you have registered with the Civil Registration System (CPR) in the Citizen Service Centre in your local municipality and are thus eligible for the services provided under the Danish Health Act.
- In connection with your application, you can document that you are able to support yourself during your first year in Denmark.

Educational requirements

To be awarded points for your educational level you must, as a minimum, have a degree corresponding to a Danish Bachelor's degree. You can also only be awarded points for one educational level. You may be awarded bonus points if you have graduated from a university that is internationally recognised for offering tuition of a high professional standard. Your educational level will be assessed and translated into the Danish equivalent.



Language proficiency

In order to be awarded points for language proficiency you must be able to document, as a minimum, that you have passed an exam in Danish, Swedish, Norwegian, English or German at a level corresponding to the Danish Language Test, Level 1. You can also document your language proficiency by providing a statement from a previous employer attesting to the fact that you have used the language in question as a working language for a minimum of one year. Alternatively, you can have completed a minimum of one year's study of a programme of higher education which concluded with an exam in the language in question.

Job experience

Points can be awarded on the basis of your work experience. This will depend on the number of years within the last five years you have worked either as a researcher or in a specific field where there is a lack of particularly qualified labour (the Positive List).

Adaptability

Points can be awarded on the basis of your ability to adapt to the Danish labour market. Points can also be awarded for your educational or work-related affiliation with EU/EEA (including Denmark) or Switzerland.

Age:

Points can be awarded on the basis of your age at the time of application. The highest number of points is awarded for applicants under the age of 35.

Where should I inquire?

You must apply for a residence permit under the greencard scheme at the Danish embassy or consulate in your home country. If you are legally residing in Denmark, you can send an application to the Danish Immigration Service or your local police station.

Where can I find additional information?

You can find additional information on the following websites:

- www.newtodenmark.dk/greencard: Here you can find out more about the greencard scheme as well as the application form you will need.
- www.um.dk: Here you will find the Ministry of Foreign Affairs in Denmark's list of Danish embassies and consulates abroad.



STUDY

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5. Enrolling in a programme of higher education
in English in Denmark

Entry regulation for specific groups

6. How to come to Denmark to study
(EU citizens)
7. How to come to Denmark to study
(non-EU citizens)

5 Enrolling in a programme of higher education in English in Denmark

Brief introduction

Danish institutions of higher education offer a wide range of programmes for international students.

You can select from three types of higher education institutions, each with its own unique profile. However, all offer high quality programmes at undergraduate or postgraduate level.

You can find additional information about programmes of higher education in English in Denmark at: www.newtodenmark.dk/informationguide or www.studyindenmark.dk.

How can I study in English in Denmark?

Higher education institutions in Denmark can be divided into three main categories:

- **Universities or university level institutions** offering research-based undergraduate and postgraduate programmes (Bachelor's, Master's and PhD).
- **University Colleges (Professionshøjskoler)** offering 3-4½ years' undergraduate programmes (Professional Bachelor's programmes).
- **Academies of Professional Higher Education (Erhvervsakademier)** offering 2-2½ years' Academy Profession programmes and joint Bachelor's programmes in cooperation with University Colleges.

It is also possible to choose programmes on the basis of artistic merit at several higher education institutions, i.e. architectural colleges and music conservatories.



What does it cost to study in Denmark?

As a rule, EU/EEA citizens are not required to pay tuition fees for programmes of higher education in Denmark. The same applies to students who are enrolled in a student exchange programme or the children of employees from abroad living in Denmark. Other students are required to pay tuition fees. The annual tuition fees for full-time students range between EUR 6,000 and 16,000 (in 2011).

Where should I inquire?

You should contact the higher education institution at which you intend to enrol. Here you will be informed about the programme of education and entry requirements.

Where can I find additional information?

You can find additional information on the following websites:

- www.newtodenmark.dk/informationguide: An information guide for people moving to Denmark.
- www.studyindenmark.dk: Denmark's official website for higher education programmes in English.
- www.ug.dk: Denmark's official education website, which includes programmes of higher education in English.
- www.workindenmark.dk: Denmark's official website for international recruitment and job seekers. You can find jobs for international students at: www.workindenmark.dk/Find+information/Students.aspx.

6 | How to come to Denmark to study

Brief introduction

As an EU, EEA or Swiss national you are free to enter Denmark. You can stay in the country with a view to studying at a private or public institution approved by the Danish authorities. If your stay in Denmark exceeds three months, you must apply for a registration certificate.

You can find additional information about staying in Denmark as a student under EU regulations at: www.newtodenmark.dk/eu.

What are the conditions for staying in Denmark as a student under EU regulations?

As an EU/EEA citizen or a Swiss national you are free to enter and reside in Denmark for three months with a view to studying at a private or public institution approved by the Danish authorities. You are thus free to commence the programme of education for which you are enrolled in Denmark. No prior residence permit or visa is required.

If you want to stay in Denmark for longer than three months with a view to studying, you must apply for a registration certificate.

The conditions are that you have been admitted at an educational institution in Denmark and that you also have sufficient means to finance your stay in the country.



Registration certificate

If you expect to stay in Denmark for longer than three months, you must apply for a registration certificate. The registration certificate is your documentation that you are entitled to stay and study in Denmark under EU rules on free movement. To apply for a registration certificate you must apply in person at the Regional State Administration in the region in which you reside.

Your registration certificate is the key to the rest of your contact with the Danish authorities. You should therefore begin by applying for your registration certificate.

May I work while I am studying?

As an EU/EEA citizen or Swiss national you are entitled to work in Denmark (see also information page 2). There are no special restrictions simply because a person is a student. You can find jobs for international students at: www.workindenmark.dk/Find+information/Students.aspx.

Where should I inquire?

You can find your Regional State Administration at:
www.statsforvaltning.dk.

The website will also provide you with an application form which must be completed and handed in together with a passport photo and proof of enrolment in a programme of education in Denmark. You will also be required to present your passport or national identity card. Furthermore you must declare that you have sufficient means to pay for your stay in Denmark.

Where can I find additional information?

You can find additional information about residence in Denmark under EU rules at: www.newtodenmark.dk/eu.

7 | How to come to Denmark to study

Brief introduction

You can apply for a student residence permit in Denmark if you have enrolled in a programme of higher education, a programme of basic and youth education or as a student at a folk high school. If you want to study in Denmark, you must first enrol in the study programme of your choice before applying for a residence permit and entering the country.

You can find additional information about applying for a student residence permit in Denmark at: www.newtodenmark.dk/study.

What are the conditions for granting a student residence permit?

If you want to study in Denmark, you must first enrol in the study programme of your choice before applying for a residence permit and entering the country. Both you and the educational institution in Denmark will be required to supply information in order to process your application. You must also document that you have the means to support yourself during your stay, that you can speak and understand the language in which tuition is given and that you have a reasonable command of Danish, Swedish, Norwegian, English or German.

Residence permits can be awarded for:

- *Programmes of higher education:* A programme is deemed to be higher education when the conditions for enrolment are that you have completed an upper secondary school education. You can be granted a residence permit for the entire study programme or for part of the programme as a guest student. If you are paying for the education yourself, you must, as a minimum, document that you have paid the tuition fees for the first term.
- *Qualifications for entry to higher education:* Some programmes of higher education require that you complete an entry qualification.



- *Basic and youth education:* Such programmes may be upper secondary education and certain types of vocational training. If you are under 18, you will require parental consent.
- *Folk high school:* The focus of teaching at folk high schools is to advance personal development. The granting of a residence permit is contingent on the school being covered by the law on folk high schools, continuation schools, schools of domestic science and needlework schools.

How long can I stay in Denmark?

As a rule, foreign students are granted a residence permit either to complete an entire study programme in Denmark or to participate in part of a study programme as a guest or exchange student. If you graduate from a programme of higher education in Denmark, you are also entitled to stay in the country for six months to seek employment following graduation.

May I work while I am studying?

As a student of higher education you are entitled to work 15 hours a week and to seek full-time employment during the months of June, July and August. You can find jobs for international students at: www.workindenmark.dk/Find+information/Students.aspx.

Where should I inquire?

As a student in Denmark you must apply for a residence permit at the Danish embassy or consulate in your home country. If you are legally residing in Denmark, you can send an application to the Danish Immigration Service or your local police station.

Where can I find additional information?

You can find additional information on the following websites:

- www.newtodenmark.dk/study: Here you will find information on student regulations in Denmark. You will also find the application form you will need.
- www.um.dk: Here you will find the Ministry of Foreign Affairs in Denmark's list of Danish embassies and consulates abroad.



FAMILY



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8. How to bring your family to Denmark (EU citizens)
9. How to bring your family to Denmark (non-EU citizens)

8 | How to bring your family to Denmark

Brief introduction

You can bring your family with you to Denmark if you come to Denmark to work or study as an EU/EEA citizen or a Swiss national and are therefore entitled to reside in the country in accordance with EU rules on free movement. Your family members must apply for a registration certificate if they are EU/EEA citizens or Swiss nationals and are staying in the country for more than three months. If your family members are nationals of third countries and are staying in the country for more than three months, they must apply for a residence card and they may need a visa prior to entry.

You can find additional information about residence in Denmark under EU rules at: www.newtodenmark.dk/eu.

What are the conditions for granting residence to accompanying family members under EU rules?

Your spouse, registered partner, regular partner over the age of 18 and your children or grandchildren under the age of 21 are entitled to reside in Denmark with you. Moreover, your children or grandchildren over the age of 21 can also reside in the country if you or your spouse provides financial support for them. The same applies to your parents and grandparents if either you or your spouse provides financial support for them. In certain cases, other family members can be granted the right to reside in Denmark.

In order for your family to be granted residence in Denmark, it is a condition that you exercise your right to free movement as a worker or student in Denmark. In certain cases it is a requirement that you provide financial support for your family members.



Registration certificate/residence card

If your family intends to stay in the country for more than three months, your family members must apply for a registration certificate if they are EU/EEA citizens or Swiss nationals, or a residence card if they are nationals of third countries.

To apply for a registration certificate or residence card for your family, you and your family must apply in person at the Regional State Administration in the region in which you live.

The registration certificate or residence card is the key to you and your family's contact with the Danish authorities. You should therefore begin by applying for the registration certificate or residence card.

Where should I inquire?

You can find your Regional State Administration at:
www.statsforvaltning.dk.

Here you will also find the application form that must be completed and handed in together with 1 passport photo if your family member is an EU/EEA citizen or Swiss national. If this is not the case, you will need to provide 2 passport photos. Furthermore, you will be required to document proof of kinship, your basis for residency in Denmark and, where applicable, document your ability to provide financial support.

Where can I find additional information?

You can find additional information about residence in Denmark under EU rules at: www.newtodenmark.dk/eu.

9 | How to bring your family to Denmark

Brief introduction

If you are granted a residence permit to work or study on a programme of higher education in Denmark or as a job seeker under the greencard scheme, you can, as a rule, bring your family with you to Denmark. If you are a student enrolled in a basic or youth education programme or a student at a folk high school, you are not entitled to bring your family with you to Denmark.

You can find additional information about applying for a residence permit as an accompanying family member in Denmark at:

www.newtodenmark.dk/work.

What are the conditions for granting a residence permit as an accompanying family member?

If you are granted a residence permit to work or study on a programme of higher education in Denmark or as a job seeker under the greencard scheme, your spouse, registered partner or regular partner and your children under the age of 18 are, as a rule, entitled to live with you in Denmark. If you are a student enrolled in a basic or youth education programme or a student at a folk high school, you are not entitled to bring your family with you to Denmark.

Your family must file a separate application in order to be able to reside with you in Denmark. If you and your spouse, your registered partner or partner have children under the age of 18 who are also applying for a residence permit in Denmark, you can include their information in the application. It is a requirement that your family lives with you during your stay in Denmark.



If you have been granted a residence permit on the basis of your student status or under the greencard scheme and you and your partner are not married or have not entered into a registered partnership, your partner will be required to document that you can support her/him for the duration of the stay in Denmark.

Is my family allowed to work during their stay in Denmark?

If your spouse, registered partner or regular partner and your children are granted a residence permit in Denmark as accompanying family members, they are entitled to work in the country.

Where should I inquire?

If your family wants to apply for a residence permit as accompanying family members, you must inquire at the Danish embassy or consulate in your home country. If your family is already legally residing in Denmark, you can file your application with the Danish Immigration Service or the local police station.

Where can I find additional information?

You can find additional information on the following websites:

- www.newtodenmark.dk/work: Here you can find out more about applying for a residence permit as an accompanying family member in Denmark. You can also find the application form you will need.
- www.um.dk: Here you will find the Ministry of Foreign Affairs in Denmark's list of Danish embassies and consulates abroad.



MOVE



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10 | Accommodation

Brief introduction

Many new citizens who move to Denmark choose to live in rented accommodation. In some cases, you can also buy accommodation in Denmark.

If you are going to work in Denmark, you can ask your employer to help you find accommodation. If you are a student, your place of study may be able to help you. You can also inquire at the Citizen Service Centre in your municipality.

You can find additional information about accommodation in Denmark at: www.newtodenmark.dk/informationguide.

What kind of accommodation can I find in Denmark?

Rented accommodation

If you want to rent accommodation in Denmark, you can either contact a private landlord or a non-profit housing association. When you have found suitable accommodation, you and the landlord must sign a written lease agreement. This will prevent any unpleasant surprises. Among other things, the lease states the amount of rent payable and indicates the state of the property at the time of occupancy. You are often required to pay a deposit or bond corresponding to three months' rent prior to or at the same time as you pay the first month's rent. If the rent is high in relation to your earnings, you can apply for housing benefit at your local municipality. You can find more information about housing benefit at your Citizen Service Centre in your municipality.

Buying accommodation

As an EU/EEA citizen you can, as a rule, acquire real property in Denmark without prior permission from the authorities. Other foreigners must, as a rule, seek permission from the Danish Ministry of Justice if they want to acquire real property in Denmark. If you want to buy a property,



a real estate agent can help you and provide you with information about buying a house or an apartment. The real estate agent can also tell you whether you require permission from the authorities before buying the property in question.

Student accommodation

If you are a student, it may be possible to rent a room in a student hall of residence. A student hall of residence is communal student accommodation. You have your own room but typically share kitchen facilities with other students. Such rooms are usually relatively cheap to rent. You can contact the individual hall of residence to find out more about their acceptance requirements and application procedure. You are often required to pay a deposit or bond corresponding to three months' rent prior to or at the same time as you pay the first month's rent.

Where should I inquire?

Finding suitable accommodation can prove difficult in terms of location, size and not least, price. If you are going to work in Denmark, you can ask your employer for help. If you are a student, your place of study may be able to help you. You can also inquire at the Citizen Service Centre in your municipality which can offer assistance and guidance as well as direct you to housing associations and relevant sources of information.

Where can I find additional information?

You can find additional information on the following websites:

- www.newtodenmark.dk/informationguide: An information guide for people moving to Denmark. Here you will find links to several websites offering accommodation.
- www.workindenmark.dk: Denmark's official website for international recruitment and job seekers.
- www.studyindenmark.dk: Denmark's official website for higher education programmes in English.

11 | Citizen Service Centre

Brief introduction

In Denmark, many public services are dealt with by the municipalities. Such services include the provision of child day care facilities, schools, care for the elderly and civil registration. As a new citizen in Denmark you can contact your local municipality for help regarding a wide range of public services.

Each municipality has established one or more Citizen Service Centres which you can contact for help if you require information about public services. The centres can also help you to complete the various municipal forms.

You can find additional information about the Citizen Service Centre in your municipality at: www.newtodenmark.dk/informationguide.

Where should I inquire?

You must inquire at the Citizen Service Centre in the municipality in which you reside.

How can I use the Citizen Service Centre?

Among other things, the Citizen Service Centre can answer your questions about:

- Civil registration
- Driving licence
- Local planning and building permission
- Parking permits
- Child day care facilities
- Schools
- Health
- Marriage
- Care for the elderly



Where can I find additional information?

You can find additional information on the following websites:

- www.newtodenmark.dk/informationguide: An information guide for people moving to Denmark.
- www.workindenmark.dk: Denmark's official website for international recruitment and job seekers.
- www.borger.dk: Denmark's official website for information and self-service in relation to the public administration. The website is primarily in Danish.
- Your municipality's website will often be in Danish. Here you can read more about the range of tasks the Citizen Service Centre can assist you with together with addresses and opening hours.

12] The Civil Registration System (CPR)

Brief introduction

As a rule, you are obliged to report immigration in order to register with the CPR to the Citizen Service Centre if you stay in Denmark for more than three months (six months for some groups), have a place of residence or a fixed place of abode and either hold a residence permit, a registration certificate or a residence card.

In order to be registered with the CPR you must apply to the Citizen Service Centre in your municipality. When you have registered with the CPR, you will be given a civil registration number and be issued with a health insurance card.

You can find additional information about being registered with the CPR at: www.newtodenmark.dk/informationguide.

Who needs to be registered and when?

As a rule, you are required to report your immigration in order to register with the CPR if you intend to stay in the country for more than three months. You must apply to the Citizen Service Centre in your local municipality at the latest five days after you have found a residence or a fixed place of abode and have been issued with documentation showing that you are legally entitled to reside in Denmark (residence permit, registration certificate or residence card).

Persons immigrating from a Nordic country are only obliged to report their immigration if their stay is due to last more than six months. This also applies to citizens of EU/EEA countries or Switzerland and their family members covered by European Community rules on freedom to move, settle and exchange services etc., but who are not citizens of an EU/EAA country or Switzerland (third-country citizens). When you become aware that your stay in Denmark will exceed six months, you must report your immigration in order to register with the CPR.



Where should I inquire?

You should normally apply in person to the Citizen Service Centre in your local municipality. As a minimum, you are normally required to bring your passport or alternatively picture ID and your residence permit, registration certificate or registration card with you.

If your family has come with you to Denmark, your municipality may require that the whole family - including small children - apply in person to the Citizen Service Centre, bringing with them their passport or other picture ID together with a residence permit, registration certificate or residence card. Spouses must also present their original marriage certificate, and children without their own passport must present their original birth certificate.

What kind of personal information is registered with the CPR?

Personal information such as your name, address, date of birth, nationality, civil status and family relations are registered with the CPR. The kind of information that can be registered by the CPR is regulated by the Danish Act on the Civil Registration System.

How is information updated?

If you move or relocate, you are obliged to report this to your new municipality (the Citizen Service Centre) no later than five days after the move. Similarly, if you leave Denmark, you are required to report the move to the municipality of residence prior to departure.

Where can I find additional information?

You can find additional information on the following websites:

- www.newtodenmark.dk/informationguide: An information guide for people moving to Denmark.
- www.workindenmark.dk: Denmark's official website for international recruitment and job seekers.
- www.borger.dk: Denmark's official website for information and self-service in relation to the public administration. The website is primarily in Danish.
- www.cpr.dk: The website of the Civil Registration Office (CPR). The website is primarily in Danish.
- Your municipality's website will often be in Danish. Here you can find out more about civil registration in your municipality.

13 | Health

Brief introduction

As a rule, healthcare is free in Denmark - also for citizens who have entered the country to work or study.

Access to the Danish healthcare system is through your general practitioner (GP). When you have registered your residence or fixed place of abode with the CPR, you are at liberty to choose a GP. The health insurance card subsequently sent to you by your local municipality is your proof that you are entitled to medical treatment in the Danish healthcare system.

You can find additional information about the Danish healthcare system at: www.newtodenmark.dk/informationguide.

How do I get medical help in Denmark?

Your GP

Access to the Danish healthcare system is through your GP. Certain medical problems can be treated directly by your GP. In other cases, your GP will refer you to a specialist or a hospital for treatment or medical examination. If you are pregnant, you will be referred to a public hospital where you will be offered regular scannings and midwife consultations during the course of your pregnancy. Discuss in advance with your GP whether you need an interpreter for the consultation.

Once you have registered your residence or fixed place of abode with the CPR at the Citizen Service Centre in your local municipality, you are free to choose a GP from a list of GPs in your area. If you do not choose a GP, one will automatically be assigned to you. You can read more about registering with the CPR on information page 12.

The Health Insurance Card

When you have chosen or been assigned a GP, you will receive a yellow health insurance card as proof that you are entitled to medical treatment in the Danish healthcare system. You must bring your health insurance card with you when you consult the GP, the dentist, the emergency room or when being admitted to hospital. You must also take it with you when you travel outside Denmark. The health insurance card covers you in the event that you suddenly fall ill or are injured while holidaying in Europe for less than one month.

The Special Health Insurance Card

If you have not registered your residence or fixed place of abode with the CPR, you may, in certain cases, be entitled to a special health insurance card. The card entitles you to medical treatment in Denmark on equal footing with everyone else. You must contact the Citizen Service Centre in your local municipality to obtain the special health insurance card.

Payment

Medical treatment at the hospital and by your GP is free in Denmark. Medical costs are generally covered by the state through taxation. However, you are required to pay towards the cost of medicine, dental treatment and treatment by a physiotherapist, for example. It is possible to apply for a subsidy towards your medical expenses at your local Citizen Service Centre.

Emergency medical service

Normally, if you require medical assistance, you must contact your GP. However, if you require medical treatment after 4 p.m. on weekdays, around the clock on weekends and on national holidays, you must call the local emergency medical service. You will find the telephone number of your local emergency medical service listed in the phone book, on the internet on your local municipality's website or at: www.sundhed.dk. If a person suddenly falls ill, faints or loses consciousness, you must call the emergency services on 112.

Where should I inquire?

You can inquire at the Citizen Service Centre in your local municipality, which will be able to provide you with information about the Danish healthcare system.

Where can I find additional information?

You can find additional information on the following websites:

- www.newtodenmark.dk/informationguide: An information guide for people moving to Denmark.
- www.workindenmark.dk: Denmark's official website for international recruitment and job seekers.
- www.sundhed.dk: Joint public portal on health, which is primarily in Danish.
- www.borger.dk: Denmark's official website for information and self-service in relation to the public administration. The website is primarily in Danish.

14 | Tax

Brief introduction

As a rule, you are required to pay tax on your earnings in Denmark, regardless of whether you have registered your residence or fixed place of abode with the CPR. You must therefore apply for a tax card. The tax card shows how much tax you have to pay.

You can find additional information about tax in Denmark at: www.newtodenmark.dk/informationguide.

How do I pay tax in Denmark?

Who pays tax and how much?

As a rule, you must pay tax on your earnings in Denmark, including your work earnings. The amount of tax will depend on your annual earnings in a given year. The amount of tax also depends, for example, on whether you are covered by a special tax scheme for foreign researchers and key employees. Under this scheme you can opt to pay 25% tax for a period of up to 3 years or 33% tax for a period of up to 5 years. You can find out more about this special tax scheme at:

<http://www.skat.dk/SKAT.aspx?old=97319&vld=202341>.

What is a tax card?

If you have an income in Denmark, you must apply for a tax card. The tax card shows how much tax you have to pay.

How do I get a tax card?

If you are required to register with the Citizen Service Centre in your local municipality, you must, once you have been assigned a civil registration number, contact SKAT (the Danish Inland Revenue Service) on tel.: + 45 72 22 18 18 (press 1, followed by 4) and inform them how much you expect to earn in Denmark for the year in question. SKAT will then generate your tax card. You can read more about registering with the CPR on information page 12.



If you are not required to register with the CPR, you must complete a special form called “04.063”. You can download this form here:

www.skat.dk/getFile.aspx?Id=69153	Danish version
www.skat.dk/getFile.aspx?Id=69078	English version
www.skat.dk/getFile.aspx?Id=69645	German version
www.skat.dk/getFile.aspx?Id=69077	Polish version

The completed form must be sent to SKAT’s Inland Revenue Centre in the region in which you work. The Citizen Service Centre in your local municipality can provide you with the location of your Inland Revenue Centre. SKAT will then generate your tax card.

Your employer will obtain your tax card digitally from SKAT. Your tax is automatically deducted at source from your wages by your employer before you receive your pay.

If you leave Denmark, you must remember to inform SKAT on tel.: +45 72 22 18 18 (press 1, followed by 4).

Easy Account

You must also remember to open an Easy Account in a bank. An Easy Account is the bank account used by all public authorities to pay you money, e.g. if you have paid too much tax.

Where should I inquire?

You can contact SKAT on tel.: +45 72 22 18 18 (press 1, followed by 4) for help. You can also contact one of SKAT’s Inland Revenue Centres. The Citizen Service Centre in your local municipality can provide you with the location of your Inland Revenue Centre.

Where can I find additional information?

You can find additional information on the following websites:

- www.newtodenmark.dk/informationguide: An information guide for people moving to Denmark.
- www.workindenmark.dk: Denmark’s official website for international recruitment and job seekers.
- www.skat.dk: SKAT’s website.

15 Child day care services

Brief introduction

All children in Denmark have access to child day care facilities either provided by public, self-governing or private day care facilities. Such day care facilities may be day nurseries, family day care or kindergartens, just as alternative forms of day care are available through private day care schemes or subsidized child day care of own children. It is your own responsibility to register your child with a day care scheme and as the child's parent you are required to pay towards day care costs.

You can contact the Citizen Service Centre in your local municipality to find out more about local day care facilities and to register your child for day care.

You can find additional information about day care facilities at: www.newtodenmark.dk/citizen.

What kinds of child care facilities are available?

Family day care

Family day care facilities are typically for children under the age of three. Family day care takes place in private homes and other locations in the local area where the child is looked after either by a municipal or a private day care provider. Family day care provides for a limited number of children. A maximum of five children can be looked after by a single day care provider and ten children if there are two day care providers in the home.

Day nurseries

Day nurseries are typically for children under the age of three. The child is looked after in an institution together with other children. The staff are mainly trained social educators and assistant social educators.

Kindergarten

Kindergarten is typically for children from the age of three and up to beginning in school. The child is looked after in an institution together with other children. The staff are mainly trained social educators and assistant social educators.

Recreation centres and school-based leisure time facilities (SFO)

Recreation centres and SFO are care schemes for children at school. The child can join the care schemes before school starts and in the afternoon after school. The schemes on offer vary from municipality to municipality.

Private day care and looking after your own children

You can apply for a subsidy towards the cost of private day care as long as your municipality offers a subsidy towards private day care for children in the same age group as your child. You can also apply for a subsidy so that you can look after your own child if for instance you are an EU/EEA citizen or a Swiss national covered by the subsidy. Otherwise you must have resided in Denmark for 7 out of the last 8 years to be eligible for this subsidy.

Do I have to pay for child care?

As a parent you are required to pay towards the total cost of looking after your child. Your municipality will pay the rest. Your municipality will send you a bill for your share of the costs every month. The price will depend on the service level in your municipality and what kind of child care your child receives. For daytime care, you are only required to pay up to 25% of the total cost while your municipality, as a minimum, must pay 75% of the total cost.

If you have more than one child in child care, you will be eligible for sibling discount. This means that you pay full price for the most expensive day care and half price for the others. You are also eligible for an extra subsidy if your income is below a certain ceiling. This extra subsidy is to be used to reduce the cost of what you would otherwise have paid for the day care facility.

Where should I inquire?

You can contact the Citizen Service Centre in your local municipality to find out more about local child care facilities and to register your child for day care. You are responsible for registering your child with the municipality's child placement scheme. You may have to be placed on a waiting list before being offered a place for your child, so it is important to register your child as early as possible. However, your municipality is required to offer you a place for your child no later than 3 months after the date of your original application.

Where can I find additional information?

You can find additional information on the following websites:

- www.newtodenmark.dk/citizen: The handbook 'Citizen in Denmark' is published in 18 languages and includes detailed information about child care facilities in Denmark.
- www.workindenmark.dk: Denmark's official website for international recruitment and job seekers.
- www.borger.dk: Denmark's official website for information and self-service in relation to the public administration. The website is primarily in Danish.
- Your municipality's website will often be in Danish. Here you can read more about the local child care schemes and registering your child in child care.

16 | School

Brief introduction

In Denmark, children begin primary and lower secondary school at the age of six. Primary and lower secondary school comprises a 1-year kindergarten class and grades 1-9. Following this, youngsters can take the optional 10th grade and/or continue in youth education.

You can contact the Citizen Service Centre or your Local Education Authority in your municipality for information on local schools and youth education programmes.

You can find additional information about schools and youth education programmes in Denmark at: www.newtodenmark.dk/citizen.

Which schools can I choose from in Denmark?

Municipal primary and lower secondary school

Municipal primary and lower secondary school is available to all children and is free of charge. Nearly 90% of all children in Denmark receive municipal primary and lower secondary school education. As a rule, your child is entitled to be enrolled at the local municipal primary and lower secondary school closest to your home. However, you can choose an alternative school in the municipality or a school in a neighbouring municipality if this school can accept your child. Remember that it is your responsibility to enrol your child at school.

Private schools

Private schools are an alternative to municipal primary and lower secondary schools. Private schools offer the same level of education as municipal primary and lower secondary school, but private schools have more leeway when it comes to planning their syllabus. Private schools are financed through public subsidy and parent fees. To enrol at private schools parents must apply directly to the individual school.



International schools

There are a number of international schools in Denmark where lessons are conducted in English, German or French. Pupils at international schools can both comprise children born in Denmark and those who have moved to the country. At international schools, pupils are taught Danish and learn about Danish culture and social conditions. Most of the international schools are private institutions financed through public subsidy and parent fees.

What youth education programmes are available in Denmark?

When your child has finished school, he/she can continue in youth education - either by taking an upper secondary education or vocational training. Upper secondary education takes 2-3 years and prepares students for higher education. There are several international upper secondary schools in Denmark where tuition is given in English, German or French. A vocational training programme is a state-approved, practical training programme for artisans and the clerical, social and health or sales sectors. Most of the training is therefore on-the-job training in the workplace. Vocational training programmes typically take 4 years.

At: www.workindenmark.dk, Denmark's official website for international recruitment and job seekers, you will find a list of international schools and upper secondary schools in Denmark.

Where should I inquire?

You can contact the Citizen Service Centre or the Local Education Authority in your municipality for information on local schools and youth education programmes. If you have children aged between 6 and 16, you will automatically receive information about schools when you have been assigned a civil registration number in Denmark.

Where can I find additional information?

You can find additional information on the following websites:

- www.newtodenmark.dk/citizen: The handbook 'Citizen in Denmark' is published in 18 languages and includes, among other things, detailed information on schools and youth education programmes in Denmark.
- www.eng.uvm.dk: Denmark's official website for schools and youth education programmes.
- www.ug.dk: Denmark's official education website, which includes programmes of higher education in English.
- Your municipality's website will often be in Danish. Here you can find out more about your local schools and youth education programmes.

17 | Danish tuition

Brief introduction

As a rule, as a new citizen in Denmark you are entitled to receive up to 3 years' tuition in Danish. You must inquire at the Citizen Service Centre in your municipality to enrol for Danish lessons.

You can find additional information about Danish tuition at: www.newtodenmark.dk/informationguide.

How can I learn Danish in Denmark?

How do I start learning Danish?

As a rule, you must inquire at the Citizen Service Centre in your municipality to enrol for Danish lessons. As a general rule you are entitled to up to three years' Danish tuition once you have turned 18. Danish lessons are free. This also applies if you are an EU/EEA citizen or Swiss national who is not living in Denmark but working or operating a business in the country (EU cross-border commuters). In this case you must inquire at the Citizen Service Centre in the municipality in which your place of work or business is located in order to begin taking Danish lessons.

What form does tuition take?

Danish lessons are taught at public and private language centres in the municipalities. There are three standard Danish levels as well as targeted, work-related Danish lessons (Intro-Danish). The language centre ensures you are placed on the correct Danish level corresponding to your abilities. All three standard levels provide tuition in Danish, just as topics such as work and education in Denmark form part of the lessons. Students can complete their Danish studies by taking the Danish Language Tests so they have a certificate proving their language ability.



Intro-Danish for employees from abroad

Instead of taking the standard Danish lessons, you can take part in special Danish lessons for employees from abroad targeted at the labour market (Intro-Danish).

To be eligible for this programme, you must have turned 18, have entered Denmark within the last year, be in ordinary employment, be a legal resident in the country and legally entitled to work in Denmark. You can also enrol in the programme if you work or operate a business in Denmark (EU cross-border commuters).

The Intro-Danish programme comprises a maximum of 250 hours of lessons for up to 18 months. The aim of the programme is to tailor tuition to your work and your work-related language needs. In contrast to the standard Danish tuition, Intro-Danish does not include a final test.

Where should I inquire?

Contact the Citizen Service Centre in your municipality to enrol for Danish lessons.

Where can I find additional information?

You can find additional information on the following websites:

- www.newtodenmark.dk/informationguide: An information guide for people moving to Denmark.
- www.workindenmark.dk: Denmark's official website for international recruitment and job seekers.
- Your municipality's website will often be in Danish. Here you can find out more about Danish lessons in your municipality.

18 | Job seeking

Brief introduction

In Denmark there are several ways to go about finding work. One way is to search through different job banks, in local or national newspapers or in trade magazines.

You can contact the Job Centre in your local municipality or one of the three regional workindenmark centres if you require assistance in looking for work. If you are a member of a trade union or an unemployment fund, you can also get help and guidance there.

You can find additional information about job seeking in Denmark at: www.workindenmark.dk.

How do I find work in Denmark?

You can, for example, find work in Denmark by:

- Checking online for job advertisements, for example at: www.workindenmark.dk.
- Registering your CV with an online CV database, e.g. at: www.workindenmark.dk.
- Applying for a job through recruitment or temporary employment agencies.
- Sending an unsolicited job application or by approaching the workplace in person.
- Using your personal contacts with others who are already working in Denmark.

If you do not have access to the internet, you can use the internet service at your local library or Job Centre.

To get a job in Denmark you will have to possess the necessary skills and qualifications that fit the job opportunities on offer. The vast majority of jobs require that you have special skills or are willing to acquire new ones.



Most employers will ask for a written job application. For job seeking in Denmark, a job application should be roughly a page long. In it you should state your reasons for applying for the job, your qualifications and experience and write a little about yourself. It is a good idea to enclose a copy of your CV, listing your education and job experience. Similarly, it is advisable to enclose copies of examination certificates and references from previous employers and internships.

How are working conditions in Denmark?

You can find information about working conditions - including workers' rights - in Denmark at: www.workindenmark.dk.

Where should I inquire?

If you need help with job seeking, you can contact your local Job Centre or one of the three regional workindenmark centres. Your local Job Centre is also the place where you register for work if you become unemployed. If you are a member of a trade union or an unemployment fund, you can also get help there if you become unemployed.

Remember that if you have a work-related residence permit, you must inform the Danish Immigration Service if you become unemployed.

Where can I find additional information?

You can find additional information on the following websites:

- www.workindenmark.dk: Denmark's official website for international recruitment and job seekers and information on living and working conditions in Denmark. Here you will also find job advertisements and a CV database for employees and students from abroad.
- www.newtodenmark.dk/informationguide: An information guide for people moving to Denmark.
- www.seasonalwork.dk: Denmark's official website for seasonal work.
- www.jobnet.dk: Denmark's largest job portal, which includes the municipal Job Centres' job offers for all job seekers and employers throughout the country. Here you can find the address of the local Job Centre. This website is in Danish.

19 | Transport

Brief introduction

Denmark has a modern infrastructure and road network as well as an excellent rail, bus and ferry service. You can plan your trip by car, rail, bus and ferry in and outside Denmark at: www.rejseplanen.dk.

You may drive a car in Denmark if you hold a valid driving licence issued by an EU/EEA country or the Faroe Islands. Driving licences from other countries may be used for up to 90 days from taking up residence in Denmark. Following this 90-day period, you must apply to the Citizen Service Centre in your municipality in order to obtain a Danish driving licence.

You can find additional information about driving licences and driving your own car in Denmark at: www.workindenmark.dk.

How to get a driving licence in Denmark?

EU/EEA and Faroese driving licences

You may drive a car in Denmark if you hold a valid driving licence issued by an EU/EEA country or the Faroe Islands. You are thus not required to change your driving licence. If you want to change your driving licence from an EU/EEA country or the Faeroe Islands to a Danish driving licence, you are not required to pass a proficiency test.

Other foreign driving licences (including Greenland)

If your driving licence is not issued by an EU/EEA country or the Faroe Islands, you are allowed to drive a car in Denmark for a period of 90 days from your date of arrival in Denmark. If you want to continue driving a car in Denmark, you must then change your driving licence to a Danish driving licence.

When changing your foreign driving licence you are required to take a proficiency test unless your driving licence has been issued by the Australian Capital Territory, Brazil, Chinese Taipei (Taiwan), the Republic of Korea (South Korea), Japan, Russia, Switzerland or Ukraine.

A proficiency test consists of a driving theory test and a practical driving test. Driving lessons are not a requirement, but it may be a good idea to take one or two lessons before taking the test. In order to book a proficiency test you must apply to the Citizen Service Centre in your local municipality.

Own car in Denmark

If you want to take your car with you to Denmark, you must register the vehicle within 14 days after moving to Denmark. The registration tax corresponds to approx. 60% of the sales price of a similar vehicle in Denmark.

Where should I inquire?

You can inquire at SKAT on tel.: + 45 72 22 18 18 to get help to register the car you have brought with you to Denmark.

You can inquire at the Citizen Service Centre in your local municipality for more information about a driving licence in Denmark. You should also apply to the Citizen Service Centre if you require a Danish driving licence. You need to bring:

- A medical certificate issued by your GP (General Practitioner).
- A passport photograph of yourself (colour or b/w). There are several photo requirements which you can learn more about at the Citizen Service Centre.
- Your driving licence.
- Your passport. If you do not have a valid passport, you must bring your original birth certificate or name certificate together with picture ID.
- Your residence permit, registration certificate or residence card.
- Money to pay for changing your driving licence (DKK 260 in 2011).

If your driving licence is not printed in Latin characters or if it does not include a translation in German, English or French, you must bring a translation of your driving licence. The translation must be issued by a state-authorized translator and interpreter or a translator approved by the national police. The Citizen Service Centre in your local municipality can direct you to a state-authorized translator and interpreter or approved translator.

Where can I find additional information?

You can find additional information on the following websites:

- www.rejseplanen.dk: Here you can plan your trip by car, rail, bus and ferry in and outside Denmark. The website is in Danish, English and German.
- www.workindenmark.dk: Denmark's official website for international recruitment and job seekers.
- www.borger.dk: Denmark's official website for information and self-service in relation to the public administration. The website is primarily in Danish.

20 Cultural life and leisure activities

Brief introduction

Denmark has a rich cultural life and a wide range of leisure activities on offer, including music, theatre, cinemas, museums, exhibitions, lectures, voluntary education and sport. Many cultural and leisure activities are held at libraries, in associations and at evening classes.

You can inquire at the main library in your municipality for further information about cultural life and leisure activities.

You can find additional information about cultural life and leisure activities in Denmark at: www.newtodenmark.dk/informationguide.

Where do I find cultural and leisure activities?

Libraries

In Denmark, libraries are free. At the library you can borrow books, periodicals and magazines in several languages, music, DVDs and computer games. You can also gain access to the internet, read the daily newspapers in several languages and get help to find specific information about cultural life and leisure activities, for example.

Many libraries organise exhibitions, screen films, put on children's theatre performances, invite speakers to give talks and provide homework assistance.

Associations and evening classes

Many people in Denmark - children and adults alike - are actively involved in associations and take voluntary education courses at evening classes. In associations and at evening school you can pursue your interest in sport, politics, history, languages, theatre and music, for example.

Associations and evening classes are a good way to meet other citizens and play an active role in your local community.



Professional and social networks and events

At: www.expatindenmark.com you can, among other things, find professional and social networks and events for employees from abroad and their families. You can also find a list of other networks at: www.workindenmark.dk.

National holidays

Denmark observes 11 public holidays. These are New Year's Day, Maunday Thursday, Good Friday, Easter Monday, General Prayer Day, Ascension Day, Whit Monday, Constitution Day, Christmas Eve, Christmas Day and Boxing Day. On these days children are off school and adults stay home from work. Shops, banks and public offices therefore stay closed on these days.

Where should I inquire?

You can inquire at the main library in your municipality for further information about cultural life and leisure activities.

Where can I find additional information?

You can find additional information on the following websites:

- www.newtodenmark.dk/informationguide: An information guide for people moving to Denmark.
- www.newtodenmark.dk/citizen: The handbook 'Citizen in Denmark' is published in 18 languages and includes, among other things, detailed information about cultural life and leisure activities in Denmark.
- www.workindenmark.dk: Denmark's official website for international recruitment and job seekers.
- www.denmark.dk: Denmark's official website containing, among other things, information about cultural life and traditions in Denmark.
- www.visitdenmark.com: Denmark's official website for tourism.
- Your municipality's website will often be in Danish. Here you can find out more about cultural life and leisure activities in your local area.



Additional information in English

www.newtodenmark.dk

Newtodenmark.dk is Denmark's official website for new citizens and integration. Among other things you will find a detailed information guide for people moving to Denmark. You can also download the handbook 'Citizen in Denmark', which is published in 18 languages. The handbook contains information about Danish society and provides practical advice and information which can be useful for new citizens in Denmark.

www.workindenmark.dk

Workindenmark.dk is Denmark's official website for international recruitment and job seekers. Among other things you can find international job advertisements (in job banks) and register your CV (in the CV database). You can also find information on living, working and studying in Denmark.

www.studyindenmark.dk

Studyindenmark.dk is Denmark's official website for higher education programmes in English. Here you can find information about the individual programmes of higher education. You can also find information on living and studying in Denmark.

www.denmark.dk

Denmark.dk is Denmark's official website. Here you can find information about Danish society in English, German, French and Spanish.

www.expatindenmark.com

'Expat in Denmark' is Denmark's first official national network for foreign professionals. Among other things you can find information about professional and social networks and events for foreign professionals and their families.

International Citizen Service Centres

Visit one of the four International Citizen Service Centres in Denmark. International Citizen Service Centres are public information centres where employees and students from abroad can seek advice on all relevant authorities from officials in one location. Help is also available on all the issues covered by this guide. International Citizen Service Centres are located in the four university cities of Denmark: Copenhagen, Århus, Odense and Aalborg.

WORK

STUDY

FAMILY

MOVE