AO1

Application form

Ministry of Immigration and Integration

The Danish Immigration Service

AO1_en_071026

Application for a residence permit as a parent to a child who is a Danish citizen

Uses
You can use this form to apply for a residence permit in Denmark as a parent of a minor child who is a Danish citizen (derived right of residence).

Who can be granted a residence permit?
You can be granted a residence permit in Denmark on the basis of a derived right of residence if you are the parent of a minor child who is a Danish citizen, and if there is a relationship of dependency between you and the child, that would force the child to leave Denmark if you are refused residence in this country.

You should be aware that if you are granted a residence permit on the basis of your Danish child, you will generally not be able to obtain a residence permit on this basis after your child has reached the age of 18. Read more at www.newtodenmark.dk/family.

Instructions
To apply for a residence permit in Denmark, you must:

1. Fill in and sign the form (follow the instructions on the form).
2. Attach the necessary documents (see section below).
3. Submit the application to a Danish representation in the country where you live. If you are legally residing in Denmark, the application can, usually be submitted in Denmark. If the application can be submitted in Denmark, it should be submitted to the Immigration Service's Citizen Service. You must book an appointment before you show up at the Citizen Service. Read more about where the Immigration Service's Citizen Service has branch offices and how to book an appointment at www.newtodenmark.dk/visit-us.

On newtodenmark.dk, you can read more about when it is possible to submit an application in Denmark.

The application can also be sent to the Immigration Service. Read more about where and how you submit the application on newtodenmark.dk.

What documents do you have to attach?
You must attach the following documents alongside the form:

- A copy of your passport (all pages including cover) or a copy of another travel document.
- Documentation of the child/children's Danish citizenship.
- Documentation that shows you are the parent of the child/children.

Do you have to pay a fee?
You do not have to pay a fee for your application when you apply for a derived right of residence.

Recording biometric features
If you reside in Denmark or a country where Denmark has a diplomatic mission, you must appear in person to have your digital facial image and fingerprints (biometric features) recorded for your residence card. Your biometric features must be recorded in connection to the submission of the application.

If you reside in a country where Denmark has a representation agreement with another country's diplomatic mission, you must appear in person and submit two facial images in connection with the application being submitted. Once you arrive in Denmark, your biometric features will be recorded.

Bring your passport
You must bring your original passport or other travel documentation when you submit the application or when you have your biometric features recorded, so that the authorities can identify you.

How we process personal data
You can read more about the processing of your personal data and your rights in the fact sheets about data protection which you will find at the back of the form.

If there is information or documentation missing
The Immigration Service can **refuse** an application if it does not include the necessary information or documents, or it can take a **longer time** before you receive a decision. We recommend that you use the checklist at the end of this form.

Processing of your application
The Danish Immigration Service has set an expected maximum processing time for family reunification applications. The processing time is calculated from the day on which the application is submitted. You can check our processing times at www.newtodenmark.dk/us-times.

For more information
You can find more information on the rules for entry and residence at newtodenmark.dk. If you have questions when filling out the form, you can also contact the Danish Immigration Service. See contact information at www.newtodenmark.dk/contact-us.

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For official use only **PLEASE REMEMBER TO COMPLETE THE LAST PAGE OF THIS FORM**

Date received	Received by (name)	Authority (stamp)	Alien identification number / Personal ID	Case order ID*

*) The case order ID will be created by the authorities in connection with the recording of biometric features.

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Application for a residence permit as a parent to a child who is a Danish citizen

1. The applicant

PLEASE COMPLETE IN CAPITAL LETTERS

Given name(s)

Surname	Former surname (if applicable)
Nationality	Former nationality (if applicable)
Date of birth (day, month, year)	CPR number (if applicable)

Alien identification number/Personal ID (if applicable)

Place of birth (city)	Country of birth
Gender ☐ Male ☐ Female	Job position

Current marital status

☐ Unmarried ☐ Married ☐ Widow/widower ☐ Divorced

Your address in your country of origin (Street/road and no.)	Postal code, city and country
Telephone no.	Email address

If you are **already in Denmark**, you must provide the date of entry, address and contact details in Denmark.

Important: If you change your address or your contact details in Denmark, you must inform the Immigration Service.

Date of entry into Denmark	Staying with (name)
Your address in Denmark (Street/road and no.)	Postal code and city

Receiving your ruling in a foreign country

If you are granted a residence permit, the case ruling will be sent to the Danish diplomatic mission where you submit your application. Thereafter you will receive the ruling from the diplomatic mission. If you do not submit the application at a Danish diplomatic mission, the ruling will normally be sent to the Danish diplomatic mission in the country where you have stated that you reside. If there is no Danish diplomatic mission in the country where you reside, you can inform us below about which Danish diplomatic mission you would like to receive your ruling from. A list of the diplomatic missions is available at www.um.dk.

Please note that you generally should have had a residence in the country in question for the last 3 months. If the Immigration Service assesses that we cannot send your ruling to the stated diplomatic mission, we will contact you.

From which Danish diplomatic mission would you like to receive your ruling?

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2. Information about your passport and previous visits to Denmark and other countries

PLEASE COMPLETE IN CAPITAL LETTERS

☐ National passport	☐ Other travel document. Please state which:
Passport number	Date of issue
Date of expiry	In which country was your passport issued?

Have you been in Denmark before (incl. your current stay in Denmark, if applicable)?

☐ Yes ☐ No

If **yes**, please state which time period (from date to date):

Have you lived in any other country than your country of origin and Denmark for more than six months?

☐ Yes ☐ No

If **yes**, please state which country (countries) and the period of residence:

Did you have a residence permit in this country?

☐ Yes ☐ No

If **yes**, you must **enclose** a copy of your latest residence permit in the country.

3. Information about your children

PLEASE COMPLETE IN CAPITAL LETTERS

You must provide information about your children under 18 who are Danish citizens.

Child 1

First name(s)	Surname
Date of birth (day, month, year)	Country of birth
Gender ☐ Boy ☐ Girl	Previous nationality, if applicable
CPR-number	

You must state where and with whom the child has lived throughout his or her lifetime:

Who has the child lived with? (Name and relationship)	Where has the child lived (address and country)	From date	To date

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Information about the child's other parent:

First name(s) and surname	CPR-number/date of birth
Address (street/road, no./postcode and city)	Nationality

Child 2

First name(s)	Surname
Date of birth (day, month, year)	Country of birth
Gender ☐ Boy ☐ Girl	Previous nationality (if applicable)
CPR-number	

You must state where and with whom the child has lived throughout his or her lifetime:

Who has the child lived with? (Name and relationship)	Where has the child lived (address and country)	From date	To date

Information about the child's other parent:

First name(s) and surname	CPR-number/date of birth
Address (street/road, no./postcode and city)	Nationality

Child 3

First name(s)	Surname
Date of birth (date, month, year)	Country of birth
Gender ☐ Boy ☐ Girl	Previous nationality (if applicable)
CPR-number	

You must state where and with whom the child has lived throughout his or her lifetime:

Who has the child lived with? (Name and relationship)	Where has the child lived (address and country)	From date	To date

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Information about the child's other parent:

First name(s) and surname	CPR-number/date of birth
Address (street/road, no./postcode and city)	Nationality

Please note that the Immigration Service may require you and the child/children in Denmark to take part in DNA testing. This may be the case if the Immigration Service decides that there may be doubts regarding the validity of the family relationship between you and the child/children. The Danish Immigration Service will contact you if we consider that DNA testing is needed in your case.

4. Other information that you find relevant to the case

PLEASE COMPLETE IN CAPITAL LETTERS

Is one or more of your minor children with Danish citizenship severely ill or disabled?

☐ Yes ☐ No

If **yes,** please specify the illness/disability and whether the child is receiving treatment (enclose documentation)

Is the child's other parent severely ill or disabled?

☐ Yes ☐ No

If yes, please specify the illness/disability and whether the other parent is receiving treatment (enclose documentation)

If you have any other information that you think is relevant to your case, for example if you suffer from a severe illness or disability, or if there is specific information regarding your child, including special needs, please state this below. You must **enclose** documentation to support your information (e.g. medical certificate for serious illness or disability). On this basis, the Immigration Service will be able to assess whether your information is relevant to the processing of your case.

5. Sworn declarations

A. Sworn declaration of correctness
I solemnly swear that the information in this application is correct and complete.

If the information is found to be false or incomplete, I am subject to the following penalties:
- Fine or imprisonment of up to two years (Criminal Code section 161 cf. Aliens Act section 40).
- I can be required by law to repay the expenses incurred by the Danish state as a consequence of the false or incomplete information (Aliens Act section 40).

- My residence permit can be revoked (Aliens Act section 19).

B. Declaration of consent to allow authorities to gather necessary information
I consent to letting the Immigration Service obtain information about my pure private affairs from other Danish authorities, including the police authorities, for the purpose of enabling them to process my application (Public Administration Act section 29).

Such information includes:
- Criminal conditions
- Health conditions
- Intern family conditions
- Social conditions

C. Information about data protection
You can get information about how the Immigration Service and the Ministry of Foreign Affairs of Denmark process your data and about your rights in the fact sheet at the back of the form.

D. Notification that information can be passed on to Danish intelligence agencies and prosecuting authorities
The information and documents that you submit with your application can be passed on to Danish intelligence agencies and the Danish public prosecuting authority (Aliens Act section 45 a and section 45 c). This process can be initiated by Danish immigration authorities, Danish intelligence agencies or the Danish public prosecutor.

The prosecuting authority will be able to use the information to evaluate whether there are grounds for prosecuting you for crimes committed in Denmark or abroad, to identify victims of or witnesses to a specific crime, or to aid foreign law enforcement agencies.

E. Notification that some information will be passed on to local Danish authorities
Danish immigration authorities are permitted to give certain information to the municipality (kommune) in which you settle if you receive a residence permit.

Such information includes:
- The grounds for issuing you a residence permit.
- Exemptions to restrictions placed on your residence permit (if any).

The municipality will be informed if:
- Your residence permit is revoked or not extended.
- Your residence permit is found to have expired.
- Your residence permit is made permanent.

F. Information that some information will be passed on to your employer
The Danish immigration authorities will inform your possible current and previous employers, who you have been working for within the last 3 months, if your application for residence permit is refused, if extension of your residence permit is denied, if the residence permit has lapsed or is being revoked (Aliens Act section 44a).

The immigration authorities can obtain information in the income registry (eIndkomst) about the salaries that have been paid to you within the last 3 months if necessary (Aliens Act section 44a).

G. Information regarding possible verification by the authorities of the information you have supplied
The Integration Service or another Danish authority may seek to verify the accuracy of the information you gave in your application. This may happen while your application is being reviewed or after you have received your residence permit. Verification may be conducted at random and is not necessarily an indication that the Immigration Service suspects you of providing false information.

Verification may involve the following:
- Checking public registers, such as the Civil Registration System.
- Comparison of information contained in the Danish immigration authorities' registers with records held by the Central Office of Civil Registration (CPR Office), the Buildings and Housing Registry (BBR) or the income registry (eIndkomst)
- Contacting other authorities, such as municipalities.
- Contacting third parties, such as employers or places of study.
- Turning up in person at your residence, place of study or workplace.

You may be asked to supply additional information as part of the verification process.

H. Information about the consequences for permanent residence, if you have worked against the establishment of your identity
You are obligated to provide correct information about your identity. If you have worked deliberately against the establishment of your identity in connection with your application for residence permit/extension of residence permit, it could mean, that you cannot be granted a permanent residence permit in the future. This applies if you e.g. present

falsified identity documents, or if you give untrue information about your name, date of birth (age), country of birth or citizenship.

I. Information about possible consequences if you apply for a residence permit while in Denmark on a visa (short term)
If you are staying in Denmark on a visa (short term) and you submit an application for a residence permit in this country, you need to be aware that it may result in you becoming ineligible for a visa for five-years (Aliens Act section 4c).

However, the abovementioned consequence does not apply in the following cases:
- If you are a spouse or a child under 15 applying for family reunification (Aliens Act 9(1) para.1), 2) or 4)).
- If you apply for a residence permit on the grounds of special conditions (Aliens Act section 9c(1) on the grounds of such family ties mentioned in 9(1) para.1) or 2)).
- If you apply for a residence permit on the grounds of studies or PhD studies (Aliens Act section 9i(1) or (2).
- If you apply for a residence permit on the grounds of the cities of refuge program (Aliens Act section 9c(4)).
- If you apply for a residence permit on the grounds of work (Aliens Act section 9a(2) paras. 1) – 11) or subsection (3).
- If you apply for a residence permit on the grounds of work according to Denmark's international obligations (Aliens Act section 9p(1), the first sentence).
- If you apply for a residence permit as a retired employee of an international organisation etc. or as an accompanying family member to a retired employee of an international organisation etc. (Aliens Act Section 9q(1), (2) or (3)).
- If you, after you have submitted the application, leaves the Schengen States in accordance with the validity of your visa.
- If there are decisive humanitarian reasons for allowing you to remain eligible for a visa.

These exceptions on apply if the reason for your application is genuine.

6. Signature

By signing below, I confirm that I have read, understood and accepted the terms laid out in section 5 A-B, and that I have read and understood the terms in section 5 C-I.

Name	
Date and place	Signature

Have you remembered everything?

If your application for residence permit in Denmark is correctly filled out and contains the required documents, the Immigration Service can process your case with the shortest possible processing time. The expected maximum processing time for applications for family reunification can be found at www.newtodenmark.dk/us-times. If your application is not correctly filled out or is missing documents, it can be refused, or the processing time may be longer. It is therefore important that you make certain that the forms are filled out correctly and that you have included the necessary documents before submitting your application.

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We recommend using the checklist below before submitting the application.

Checklist

Before submitting your application, it is important to make sure you have included the following:

☐ A copy of your passport (all pages including cover) or a copy of another travel document.
☐ Documentation of the child/children's Danish citizenship.
☐ Documentation that shows you are the parent of the child/children.
☐ Documentation of any disability, severe illness, special needs, or the like regarding the child.
☐ Documentation of any disability or severe illness affecting one of the parents.

It is also important to

☐ answer all questions, and
☐ sign and date the application.

Remember to bring your original passport when submitting the application.

Biometric features required on residence cards

If you submit your application in Denmark or in a country where Denmark has a diplomatic mission, you must appear in person to have your digital facial image and fingerprints (biometric features) recorded.

If you submit your application at the diplomatic mission of a country with which Denmark has a representation agreement, you must appear in person to submit two facial images. Upon arrival in Denmark, your biometric features will be recorded.

If you send your application by post or if it is submitted by a third-party such as a lawyer, you must appear in person to have your biometric features recorded **within a set deadline** of the application being submitted. If you reside in a country where Denmark has a representation agreement with another country's diplomatic mission, you must appear in person to submit two facial images **within a set deadline** of submitting your application. You can see the set deadline for recording of biometric features at www.newtodenmark.dk/residencecard.

When you appear to have your biometric features recorded or to submit your facial images, please remember to bring a photocopy of the first three pages of your completed application form. This will allow the immigration authorities to mathc your biometric features with the application. **Please note** if you refuse to get your facial image or fingerprints recorded in connection with submitting your application, your application will be **rejected.**

Please **bring your passport** or other form of travel documentation when having your biometric features recorded or when submitting your facial images. In addition to your biometric features, your signature will also be recorded. Facial images and fingerprints are stored on a microchip embedded in the residence card. If you are not physically capable of providing fingerprints, you are exempt from the requirement to be fingerprinted.

If you are in **Denmark** biometric features can be recorded at the Danish Immigration Service's Citizen Service. You must book an appointment before you show up at the Citizen Service. Read more about where the Immigration Service's Citizen Service has branch offices and how you book an appointment at www.newtodenmark.dk/visit-us.

If you are to submit the application **abroad** please note that you must check the website of the Danish Ministry of Foreign Affairs: 'Denmark in the World' at www.um.dk/en/about-us/organisation/find-us-abroad for information as to where you may submit your biometric features. Please note that for many locations you must present yourself in person at a Visa Application Centre (VFS) and that you must book an appointment before you show up.

Note that Denmark does not have diplomatic missions in all countries of the world and that representation agreements have been signed with other countries. In such cases, you must seek relevant information from the representing mission, cf. above link.

Read more about residence cards and biometric features at www.newtodenmark.dk/residencecard.

For official use only: Comments and forwarding endorsements

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☐ Names and passport information in compliance with shown proof of identity

Enclosed:

☐ Copy of passport (all pages including cover) or other travel documentation.

☐ Documentation of the child/children's Danish citizenship.

☐ Documentation that the applicant is the parent of the child/children.

☐ Documentation of any disability, severe illness, special needs, or the like regarding the child.

☐ Documentation of any disability or severe illness affecting one of the parents.

☐ Other.

CPR number issued on (date):

Comments

REMEMBER TO ALSO FILL IN NAME AND DATE OF RECEPT ON PAGE 2

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Information about data protection in the Danish Immigration Service

Data controller
The Immigration Service is responsible for processing the personal data you provide in this application form and for the data about you we receive in connection with processing the case. Our contact information is: Danish Immigration Service, Farimagsvej 51A, 4700 Næstved, CVR-nr.: 77940413, telephone: +45 35 36 66 00, www.newtodenmark.dk

Data protection officer
If you have questions about how we process your personal data, you can contact our data protection officer who has the following contact information: Danish Immigration Service, Farimagsvej 51A, 4700 Næstved, Att: Databeskyttelsesrådgiver/Data protection officer

You can also write to our data protection officer via Digital Post or through our contact form at www.newtodenmark.dk/contact-us.

Purpose and legal basis
Your data are collected in order to process your application for residence and the possible following residence in Denmark and to control the requirements for this.

The legal basis for processing your personal data is:
- provisions of the Aliens Act (udlændingeloven), in particular: section 1 (relating to entry into Denmark and residence)
- the General Data Protection Regulation (GDPR) 6.1(c) (relating to the processing of data in order to comply with a legal obligation to which the controller is subject) and 6.1 (e) (relating to the exercise of official authority vested in the Immigration Service by the Aliens Act)
- GDPR 9.2 (f) (relating to the necessity of processing in order to establish, exercise or defend legal claims)
- The Data Protection Act section 8 (relating to the administration only being allowed to process information about criminal offences if it is necessary for the official authorities' tasks).

You are obligated to provide the information necessary for deciding whether you are eligible for a Danish residence permit (Aliens Act section 40). Failure to provide the information can result in a fine or up to one year imprisonment, as well as placing your residence permit in jeopardy (Aliens Act section 60).

The information you supply or have supplied in connection with your application for a residence permit will be registered in the Danish immigration authorities' registers. The same holds true for any information you give in conjunction with an application to extend your residence. If you receive a residence permit, you will be registered in the Civil Registration System (CPR). CPR is a register maintained by the CPR-administrationen.

Types of personal data
We process the following types of data about you:
- General personal data, such as: information about your identity; citizenship and nationality; travel routes; information about your family; memberships of associations; financial information; information about your refugee status; and whether you have committed any legally punishable offences
- Sensitive personal data, such as: political opinions or religious beliefs; health information and biometric data collected for the purpose of establishing your identity.

Recipients and categories of recipients
The Immigration Service can, in certain situations, share your data with other authorities. We regularly share data with: the police, municipal authorities, the Danish Security and Intelligence Service and the Danish Defence Intelligence Service (in accordance with section 45 a of the Aliens Act), the public prosecutor (in accordance with section 45 c of the Aliens Act), the Immigration Appeals Board, the Refugee Appeals Board, the Ministry of Immigration and Integration, the Danish Return Agency, the Danish Agency for International Recruitment and Integration, the Danish Parliament, and the Foreign Ministry, in particular the embassies and consulates.

In addition, regarding the exchange of data, we may share your data with other Schengen countries and Schengen associated countries.

Data are shared when it is necessary for the Immigration Service to exercise our official authority, including when we are legally obliged to share data.

In certain situations, the Immigration Service may provide data to a third-party data processor. In addition, other authorities and private organisations can have access to this information (Aliens Act section 44a). In isolated cases, the Immigration Service will share data with other public authorities, private-sector organisations and foreign organisations and authorities.

FACT SHEET

Ministry of Immigration and Integration

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Origin of information
The Immigration Service processes the personal data you have provided in this application form and data you may provide at a later point in the case process.

In addition, we will process data obtained from:

- any of your possible previous cases with the Immigration Service,
- searches in databases, such as: the Civil Registration System, the income register (eIndkomst), the Central Register of Buildings and Dwellings (BBR), the Central Crime Register (KR), the Central Passport Register and the Schengen Information System (SIS), Entry/Exit System (EES),
- other authorities, such as: the police, municipal authorities, the Danish Agency for International Recruitment and Integration, the Immigration Appeals Board, the Refugee Appeals Board, the Danish Security and Intelligence Service, The Ministry of Immigration and Integration, the Danish Return Agency, and the Foreign Ministry, in particular the embassies and consulates,
- third-parties, such as: employers and educational institutions, and
- the person who might be sponsoring your application, as well as any previous cases the person may have had at the Immigration Service.

Storage of data
The Immigration Service will store your data for as long as it is necessary for us to establish or defend a legal claim to residence.

Data submitted as part of an immigration-related matter can be stored for use by the Immigration Service at a later date. The data stored by the Immigration Service can be used in applications to extend a residence permit, when revoking a residence permit, when lapsing a residence permit, applications for permanent residency, applications for naturalisation, when revoking citizenship and in your children's cases, or in the event they may be involved in an application for family reunification.

If data can be deleted at an earlier point, deletion will be considered. Similarly, access to data can be restricted.

Finally, it should be mentioned that data will also have to be transferred to the National Archives within 30 years, in accordance with section 13 of the Archive Act (arkivloven).

If you have your finger prints and facial photo taken for use with your residence card and for identification and identity control, your fingerprints and photo will be stored in the immigration authorities' database. If you are granted a residence permit, your fingerprints and photo are stored for 10 years. If you are not granted a residence permit, your fingerprints and photo are stored for 20 years. If you are granted Danish citizenship, your fingerprints and photo will be deleted.

If the immigration authorities decide that you do not have the right to stay in Denmark, the biometric data will be transferred to the Schengen Information System (SIS), which is a central EU system where the Schengen countries share and exchange information. This system has been set up for, among other things, cooperation and exchange of information between immigration authorities and other Schengen countries. The information is stored in the SIS until you are registered as having departed from Denmark or another Schengen country.

You can read more about Schengen countries and Schengen associated countries at www.newtodenmark.dk/schengen.

Consent
The Immigration Service does not request consents in order to process personal data, as is otherwise required by the GDPR, since processing authority is granted by 6.1 (c), 6.1 (e) and 9.2 (f) of the GDPR (see section 3).

You may be asked for legal consent. Such a consent is not the basis for the specific procession of personal data but is instead a warranty provision in accordance with e.g. the Public Administration Act (forvaltningsloven) or the Aliens Act.

Rights
Under the GDPR, you have certain rights:

- You have the right to access which data about you the Immigration Service is processing.
- You have the right to request that corrections are made to personal data about you that you feel are inaccurate.
- In special situations you have the right to have data about you deleted or to restrict the processing of your personal data, if the data is no longer necessary for the processing of your case.
- You have the right to object to otherwise legal processing of your personal data.

You can read more about your rights in the Danish Data Protection Agency's guidance about the GDPR at www.datatilsynet.dk. If you would like make use of your rights under the GDPR, contact the Immigration Service.

You can also read about your rights regarding the Entry/Exit System (EES), including the processing and storage of information, at www.newtodenmark.dk/EES-personaldata.

Complaints to the Data Protection Agency
You have the right to submit a complaint to the Data Protection Agency if you are dissatisfied with the way we process your personal data. Information about how to do so is available at www.datatilsynet.dk

Information about the processing of your personal data by the Department of the Ministry of Immigration and Integration
The Immigration Service may disclose information about you, including information from your case, to the Department of the Ministry of Immigration and Integration. The Department may process your information when this is necessary for the performance of a task carried out in the exercise of official authority, including the preparation of statistics, drafting and evaluation of legislation, assistance to the Danish Parliament, processing enquiries from the media and requests for public access, and in the performance of other such official tasks of the Ministry of Immigration and Integration. The Department may also process information about you from other public authorities, for instance personal data relating to criminal convictions and offences, information about your taxes or information about your employment.

You can find information about the Department's processing of your personal data at. On the website you www.uim.dk/processing-of-your-personal-data will find the Department's contact information, information about the Department's Data Protection Officer (DPO), further information about the Department's legal basis for the processing of your personal data, and about your rights in relation to our data processing activities.

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Information about data protection in the Ministry of Foreign Affairs of Denmark

The Ministry of Foreign Affairs of Denmark is responsible for the processing of personal data, when the Ministry or a Danish Diplomatic Missions (Embassy or General Consulate) assists the Danish Immigration Service in matters regarding the Aliens Act.

Data controller
The Ministry of Foreign Affairs of Denmark is the data controller of the processing of data collected from the application form and data collected from your case, when your application is submitted to a Danish Diplomatic Mission or a private company that has made an agreement with a Danish Diplomatic Mission or the Ministry of Foreign Affairs of Denmark regarding the handling of certain administrative tasks regarding residency. The Ministry of Foreign Affairs of Denmark is also the data controller, when the Ministry or the Danish Diplomatic Mission (Embassy or General Consulate) exercises tasks regarding the processing of your case – including interviews, DNA-tests and verification of documents.

Data Protection Officer
If you have questions about the processing of your personal data done by the Ministry of Foreign Affairs of Denmark, please contact our Data Protection Officer: Ministry of Foreign Affairs of Denmark, Asiatisk Plads 2, DK-1448, Copenhagen K, Att. *Data Protection Officer,* e-mail: dpo@um.dk

Purpose and legal basis
The purpose of collecting personal data and the legal basis for the processing of your data corresponds to the purposes and legal basis of the processing done by the Danish Immigration Service – see 'Information about data protection in the Danish Immigration Service' above.

Types of personal data
The Ministry of Foreign Affairs of Denmark process the same category of data as the Danish Immigration Service – see 'Information about data protection in the Danish Immigration Service' above.

Recipients or categories of recipients
The Ministry of Foreign Affairs of Denmark transfers the collected data to the Danish Immigration Service.

The Ministry of Foreign Affairs of Denmark, including the Diplomatic Missions, may in some cases transfer your data to a data processor, who will then process your data on the behalf of the Ministry of Foreign Affairs of Denmark and the Diplomatic Missions.

The Ministry of Foreign Affairs of Denmark may also transfer your data in certain isolated cases to other public authorities, private-sector organizations, foreign organizations and authorities in relation to the verification of documents.

Origin of information
The Ministry of Foreign Affairs of Denmark processes the personal data you have provided in this application form and data you may provide at a later point in the case process.

Storage of your data
The Ministry of Foreign Affairs of Denmark will store your data for as long as it is necessary in order to exercise the Ministry's responsibilities in relation to the case process. As a main rule the Ministry will store your data in our filing systems for 5 years where they will be erased subsequently. In isolated cases we may store your data for a longer period of time. In this case the data will have to be passed on to the National Archives within 30 years (section 13 of the Archive Act (arkivloven)).

If you have your finger prints and facial photo taken for the use of your residence card when you apply for residency at a representative or a private company, your finger prints and facial photo will be stored in the filing systems of the Ministry of Foreign Affairs of Denmark. This information will be erased after 30 days from when a decision has been made in your case or at latest 2 years after collected.

Consent
We refer to the paragraph on consent in 'Information about data protection in the Danish Immigration Service' above.

Rights as a data subject
We refer to the paragraph on rights in 'Information about data protection in the Danish Immigration Service' above. You have the same rights for the processing done by the Ministry of Foreign Affairs of Denmark. If you wish to invoke your rights regarding the processing done by the Ministry of Foreign Affairs of Denmark, please contact the Ministry of Foreign Affairs of Denmark.

Complaints to the Data Protection Agency
You have the right to submit a complaint to the Data Protection Agency, if you are dissatisfied with the way the Ministry of Foreign Affairs of Denmark process your personal data. Information about how to do so is available at www.datatilsynet.dk