

Application form

SG2_en_210224

Application for family reunification for parents and siblings of an unaccompanied minor child in Denmark

Uses

This application form is to be used by **parents** who wishes to be family reunified with an unaccompanied minor child with a Danish residence permit.

The application form can also be used by **minor siblings** of the unaccompanied minor child in Denmark if the siblings apply for family reunification at the same time as the parents.

With the term 'unaccompanied minor child' we mean a foreign national under the age of 18 who has arrived in Denmark and has applied for asylum without his/her parents.

Notably on family reunification to unaccompanied minor children

In general, parents and siblings to an unaccompanied child residing in Denmark can only be granted a residence permit in Denmark, if the consideration of the Denmark's international obligations justifies it. Such considerations include whether it is in the child's best interests to be granted a family reunification in this country.

Contents

This application form contains two parts:

- Part 1 – Application for family reunification in Denmark
- Part 2 – Information form for the minor child residing in Denmark

How to use the form

Both parts 1 and 2 must be used when applying for family reunification.

Part 1 is to be used by the person (parent or sibling) who is applying for a residence permit in Denmark (the applicant). He/she should:

- Fill out Part 1.
- Attach the required documents.
- Submit the application to a Danish diplomatic mission (embassy or consulate general) abroad or to the Danish Immigration Service.

Part 2 is to be used by the person (the minor child) who already **has** the right to reside in Denmark. He/she should:

- Fill out Part 2.
- Attach the required documents.
- Submit Part 2 to the Danish Immigration Service no later than 14 days after Part 1 has been submitted by the applicant.

Read the instructions on the first page of each part of the form. There is a checklist at the back of each part that can be used to keep track of whether they have been filled out correctly and whether all the required documents have been included.

If the child in Denmark has a temporary protected status

If the child in Denmark has a temporary protected status (residence permit in accordance with Section 7 (3) of the Aliens Act), you will normally first qualify for family reunification after 3 years and only if the temporary residence permit has been extended after 3 years of residence. However, there can be certain situations in which granting family reunification may be necessary to avoid a hardship, even if the permit has not been extended after 3 years.

Read more about the regulations governing family reunification if the child in Denmark has temporary protected status at www.newtodenmark.dk/family.

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 Part 1 and Part 2 of the form.

Processing of your application

The Danish Immigration Service has a maximum time limit for processing applications for family reunification. The application processing times are calculated from the date the application is submitted. You can see our processing times at www.newtodenmark.dk/us-times

For more information

More information about the rules governing family reunification is available 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.

For official use only

REMEMBER TO COMPLETE 'FOR OFFICIAL USE ONLY' OG THE LAST PAGE OF PART 1

| | | | |
|--|---------------|--------------------|----------------|
| Alien Identification number (Udl.nr.)/Personal ID | Date received | Received by (name) | Case order ID* |
|--|---------------|--------------------|----------------|

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

SG2a_en_210224

PART 1 (SG2a)

Application for family reunification in Denmark

How to apply

You (the applicant) who applies for a residence permit in Denmark need to:

1. Fill out and sign this part of the form (Part 1).
2. Attach the required documents.
3. Submit the application to a Danish diplomatic mission in the country where you are residing. If you are a legal resident of Denmark, the application may normally be submitted in Denmark.

Which documents should you include?

Attach the following documents with Part 1:

- Copy of your passport (all page, including the cover). If you do not hold a passport, you must submit a facial image.
- Documentation of your family connection to the minor child residing in Denmark, e.g. Certificate of Personal Data, birth certificate or family certificate (copy of the originale certificate and an authorized translation to Danish or English).
- Marriage certificate (copy of the originale certificate and an authorized translation to Danish or English) – attach only if you are married.

Bring your passport

You must bring your current passport when you submit the application or get your digital facial image and fingerprints (biometric features) recorded so the authorities can verify your identity.

Recording of biometric features

Parents

You must get your digital facial image and fingerprints (biometric features) recorded in connection with the application being submitted.

If you reside in Denmark or a country where Denmark has a diplomatic mission, you must appear in person to have your biometric features recorded for your residence card.

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 one facial image in connection with the application being submitted. Once you arrive in Denmark, your biometric features will be recorded.

Siblings under the age of 18

A sibling, of the minor child residing in Denmark, under the age of 18 who is to live with the custody holder in Denmark is not normally required to hold a residence card. The child (sibling) can, however, request to be issued a residence card. If the child requests a residence card, and if the child resides in Denmark or in a country where Denmark has a diplomatic mission, the child's digital facial image and fingerprints (biometric features) must be recorded in connection with the application being submitted.

If the child is **not** to live with the custody holder in Denmark, but instead is to live with a foster parent or close relative, he/she is required to hold a residence card. If the child resides in Denmark or in a country where Denmark has a diplomatic mission, the child must appear in person to have his/her digital facial image and fingerprints (biometric features) recorded. The child's biometric features must be recorded in connection with the application being submitted. If the child resides in a country where Denmark has a representation agreement with another country's diplomatic mission, the child must appear in person and submit one facial image in connection with the application being submitted. Once the child arrives in Denmark, his/her biometric features will be recorded.

Read more about biometric residence cards on the last page of Part 1 and at www.newtodenmark.dk/residencecard

1. The applicant

PLEASE COMPLETE IN CAPITAL LETTERS

| | |
|----------------------------------|------------------------------------|
| Given name(s) | |
| Surname | |
| Nationality | Former nationality (if applicable) |
| Date of birth (day, month, year) | CPR number (if applicable) |
| Place of birth (city) | Country of birth |

You **only** need to answer the questions below if the applicant is a child **under the age of 18** and the child **is to live with** the custody holder in Denmark.

If the applicant (the child) is to live with the custody holder in Denmark, the child can request to be issued a residence card, if the child is granted a residence permit. Below you must indicate whether the child requests a residence card. If the child requests a residence card, the child's digital facial image and fingerprints (biometric features) must be recorded. The child's signature will also be recorded. If the child is under 6, only a facial image is required. No additional fee is charged for obtaining a residence card. Read more about biometric residence cards on the last page of this form and at www.newtodenmark.dk/residencecard.

If the child does not request a residence card, please submit one passport photo of the child. The child's biometric features will not need to be recorded. The child needs a residence card at a later date, you must submit a separate application for a residence card.

Does the child request a residence card?

Yes No

If **no**, attach one passport photo of the child.

2. Name and CPR number of the minor child in Denmark with whom you seek family reunification

PLEASE COMPLETE IN CAPITAL LETTERS

Name (given name(s) and surname)

CPR number

3. Information about you (the applicant)

PLEASE COMPLETE IN CAPITAL LETTERS

Gender

Male Female

Job title

Marital status

Cobabiting partner Married

Do you have children?

Yes No

Address abroad (street and number)

Postal code, city and country

Telephone number

Email address

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 (Part 1). Thereafter you will receive the ruling from the diplomatic mission. If you do not submit the application (Part 1) at a Danish diplomatic mission, the ruling will normally be sent to the Danish diplomatic mission in country where you have stated above that you have residence. If there is no Danish diplomatic mission in the country where you have residence, 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 have to have been residing 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?

4. Information about your passport and previous visits to other countries

PLEASE COMPLETE IN CAPITAL LETTERS

National passport Other travel documentation. Please state which

Passport number

Date of issue

Date of expiry

In which country was your passport issued?

Have you lived outside of your country of origin for more than six months?

Yes No

If yes, please state which country (countries) and 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 this country.

Are you currently residing in another country than your country of origin or Denmark?

Yes No

If **yes**, please state which country:

Do you have a residence permit in this country?

Yes No

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

5. Information about the minor child in Denmark with whom you wish to be family reunified

PLEASE COMPLETE IN CAPITAL LETTERS

Given name(s)

Surname

Former surname (if applicable)

Nationality

Are you related to the child?

Yes No

If **yes**, you must inform your family relationship

Have you lived together with the child?

Yes No

If **yes**, state which period(s) and where you lived?

If other persons lived with you, state names and relation

Has the child contributed financially to your family?

Yes No

If yes, state in which period

Who does the child lived with in Denmark?

Do you have family or other network in the country where you are residing?

Yes No

Please note if you (the applicant) are under the age of 18, the Immigration Service may require that you take part in an age test. The Immigration Service may also require that you and the child in Denmark participate in a DNA test. This could be the case if the Immigration Service assesses that there may be doubts as to the correctness of the applicant's informed age or the family relationship between you and the child in Denmark. The Immigration Service will contact you if we assess that a DNA or age test is necessary in your case.

6. Information about your spouse / cohabiting partner (if applicable)

PLEASE COMPLETE IN CAPITAL LETTERS

| | |
|----------------------------------|--|
| Given name(s) | Former surname (if applicable) |
| Surname | |
| Nationality | Former nationality (if applicable) |
| Date of birth (day, month, year) | If you are married, please state where and when the marriage was made official |
| City and country of birth | |
| Address (street and number) | Postcode and city |
| Country | Telephone number |

7. Information about your children, including children residing in your country of origin

PLEASE COMPLETE IN CAPITAL LETTERS

If you have more than 4 children, you must copy the section or write the answers of the additional children at the back of the form.

| | Child 1 | Child 2 | Child 3 | Child 4 |
|--|--|--|--|--|
| Given name(s) | | | | |
| Surname | | | | |
| Date of birth (day, month, year) | | | | |
| Gender | <input type="checkbox"/> Boy <input type="checkbox"/> Girl | <input type="checkbox"/> Boy <input type="checkbox"/> Girl | <input type="checkbox"/> Boy <input type="checkbox"/> Girl | <input type="checkbox"/> Boy <input type="checkbox"/> Girl |
| Nationality | | | | |
| Is the child residing in Denmark? | <input type="checkbox"/> Yes <input type="checkbox"/> No | <input type="checkbox"/> Yes <input type="checkbox"/> No | <input type="checkbox"/> Yes <input type="checkbox"/> No | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Is the child also applying for a residence permit? If yes , the child must submit an individual application (SG2) | <input type="checkbox"/> Yes <input type="checkbox"/> No | <input type="checkbox"/> Yes <input type="checkbox"/> No | <input type="checkbox"/> Yes <input type="checkbox"/> No | <input type="checkbox"/> Yes <input type="checkbox"/> No |

Please note, if your child wishes to apply for a residence permit, and your child lives with the other parent or another primary career abroad, it is normally a requirement that your child **applies for a residence permit within 3 months from when you are granted a residence permit in Denmark.**

An exemption from this requirement can be granted in certain situations. Read more about the 3-month requirement at www.nyidanmark.dk/You-want-to-apply/Family/Family-reunification/Child

8. Information about your parents

PLEASE COMPLETE IN CAPITAL LETTERS

Information about parents **only** needs to be filled out if you (the applicant) are under the age of 18.

| | |
|--|---------------|
| Father (given name(s) and surname) | Date of birth |
| Address (street, number, postcode, city and country) | Nationality |

| | |
|--|---------------|
| Mother (given name(s) and surname) | Date of birth |
| Address (street, number, postcode, city and country) | Nationality |

9. Other relevant information

PLEASE COMPLETE IN CAPITAL LETTERS

Are you seriously ill or disabled?

Yes No

If **yes**, state which illness/disability and if you receive treatment (enclose documentation)

10. Your comments, if applicable

PLEASE COMPLETE IN CAPITAL LETTERS

11. Declarations and information

A. Sworn declaration of correctness

I hereby 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. Sworn declaration that I am not covered by a sanction list

I solemnly swear that I am not covered by a restrictive measure in the form of a restriction with regards to entry and traveling through Denmark (sanction list), decided by the United Nations or the European Union. The sanction lists more specific content can be found at the European External Action Services (EEAS) webpage, [eeas.europa.eu \(http://eeas.europa.eu/cfsp/sanctions/index_en.htm\)](http://eeas.europa.eu/cfsp/sanctions/index_en.htm).

If I am found to be covered by a sanction list, decided by the United Nations or the European Union, I can be subject to the following consequences:

- My residence permit can be revoked (the Aliens Act section 19).
- I can be expelled from Denmark (the Aliens Act section 25 a).

D. 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 this part of the form.

E. 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.

F. Notification that some information will be passed on to local Danish authorities

Danish immigration authorities give certain information to authorities in the municipality (kommune) where you will live, should you be given a residence permit (Aliens Act section 44a).

The municipality will also be informed if

- your residence permit is not renewed at a later point or has been revoked,
- your residence permit is found to be lapsed, or
- your residence permit is made permanent.

Finally, the municipality where you live will have access to information about you contained in the Danish immigration authorities' registers if the information is necessary for it to carry out its duties.

The municipality will have access to data contained in the Danish Immigration Service's registers required for processing your case, including:

- Information about existing and other earlier grounds for residence.
- Information about the status of your application, including the date it was submitted, type of application and whether a decision has been appealed, etc.
- Information regarding your progress in Danish classes.
- Information about municipalities where you have previously resided.

G. 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).

H. Information regarding possible verification by the authorities of the information you have supplied

The Immigration Service may seek to verify the accuracy of the information you have given in this application. This may happen while the application is being processed or later, if you are granted a permit. If you are granted a permit and the Immigration Service finds that you no longer meet the requirements of your residence permit, your permit may be revoked. Verification may be conducted at random and is not necessarily an indication that the Immigration Service suspects you of providing false information, or of not meeting the requirements of your residence permit.

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.

I. 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.

J. 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) or 2)).
- 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.

12 Signature

If the applicant (the child) is under the age of 18, the form must be signed by the child’s parent or another person, who substitutes as the child’s parent.

I confirm that I have read, understood and accepted the terms laid out in section 11 A-C and have read and understood the terms laid out in section 11 D-J.

Name and relation (if applicable), if the applicant is not signed by the applicant him/herself

Date and place

Signature

Have you remembered everything?

If your application for family reunification 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 form is filled out correctly and that you have included the necessary documents before submitting your application.

We recommend using the checklist below before submitting the application.

Checklist

Before submitting your application, please ensure you have included the following documents:

- Copy of your passport (all pages including cover). If you do not have a passport, you must attach a facial image.
- Documentation of family connection (e.g. a copy of a Certificate of Personal Data, birth certificate or family certificate with an authorised translation in Danish or English).
- Copy of marriage certificate with an authorised translation in Danish or English, if applicable (attach only if you are married).
- Residence permit, if applicable (attach only if you have a residence permit in another country than your country of origin).
- Documentation of handicap, if applicable.

It is also important to

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

Furthermore it is important to

- remember to get your biometric features recorded for your residence card within 14 days of submitting the application, and
- remember to bring your original passport when you submit your application and when you get your biometric features recorded for your residence card.

Biometric features required on residence cards – applications from adults

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 one facial image. Upon arrival in Denmark, your biometric features will be recorded for your residence card.

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** from 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 one facial image **within a set deadline** from 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 this completed application form. This will allow the immigration authorities to match your biometric features with the application. **Please note** if you refuse to get your facial image or fingerprints recorded in connection with submitting the application, your application will be **rejected**.

You must **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 that will be issued when a residence permit is granted. 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 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: 'Where to apply' at www.um.dk/en/travel-and-residence/where-to-apply 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.

Biometric features required on residence cards – applications from children under the age of 18

Children under the age of 18, who are to live with the custody holder in Denmark, are not normally required to hold a residence card. A child can, however, request to be issued a residence card. If the child requests a residence card, and if the child resides in Denmark or in a country where Denmark has a diplomatic mission, the child's digital facial image and fingerprints (biometric features) must be recorded in connection with the application being submitted.

Children who are **not** to live with the custody holder in Denmark, but are instead to live with a foster parent or close relative, are required to hold a residence card.

If the application is submitted in Denmark or a country with a Danish diplomatic mission, the child must appear in

person to have his/her biometric features recorded for a residence card. If the child resides in a country where Denmark has a representation agreement with another country's diplomatic mission, the child must appear in person to submit one facial image. Once the child arrives in Denmark, his/her biometric features must be recorded for the residence card.

If the child's application is sent by post or submitted by a third-party such as a lawyer, the child must appear in person to have his/her biometric features recorded **within a set deadline** from the application being submitted. If the child resides in a country where Denmark has a representation agreement with another country's diplomatic mission, the child must appear in person to submit one facial image **within a set deadline** from the application being submitted. You can see the set deadline for recording of biometric features at www.newtodenmark.dk/residencecard.

If the child's application has been sent by post or submitted by a third-party such as a lawyer, please remember to **bring a photocopy** of the first three pages of this completed application form when having the child's biometric features recorded. This will allow the immigration authorities to match the child's biometric features with the application. **Please note** if the child refuses to get his/her facial image or fingerprints recorded in connection with submitting the application, your application will be **rejected**.

When having the child's biometric features recorded or submitting the facial images, please **bring the child's passport** or travel documentation. The child's signature will also be recorded. Facial images and fingerprints are stored on a microchip embedded in the residence card that will be issued when the residence permit is granted. If the child is under 6, only a facial image is required. If the child is not physically capable of providing fingerprints, the child is exempt from the requirement to be fingerprinted.

If the child is in **Denmark** biometric features can be recorded at 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 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: 'Where to apply' at www.um.dk/en/travel-and-residence/where-to-apply 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.

If the child lives with the custody holder in Denmark and does not request a residence card, please submit one passport photos. The child's biometric features will not need to be recorded. The child can apply for a residence card at a later date, should the need arise, by submitting a separate application.

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

For official use only: Comments and forwarding endorsements

Names and passport information in compliance with shown proof of identity

Documents included:

- Copy of passport (all pages including front page or all pages with stamps and visaing) Copy of marriage certificate
- Documentation of family connection (e.g. Certificate of Personal Data, birth certificate or family certificate) Other

PLEASE REMEMBER TO COMPLETE 'FOR OFFICIAL USE ONLY' ON PAGE 2 OF THIS FORM

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, Farimagvej 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, Farimagvej 51A, 4700 Næstved, Att: Databeskyttelsesrådgiver/Data protection officer

You can also write to our data protection officer via Digital Post (e-Boks) 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, it will be registered in the Civil Registration System. The Civil Registration System is a computerised register maintained by the Ministry for Economic Affairs and the Interior.

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.

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),
- 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 (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.

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 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, Asiatick 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.

PART 2 (SG2b)

Information form for the minor child who is already residing in Denmark

SG2b_en_210224

How to apply

You, who already **has** the right to reside in Denmark (the minor child), need to:

1. Fill out and sign this part, following the instructions given in the form.
2. Attach the necessary documents.
3. Submit this part (Part 2) to the Immigration Service. If your family member (the applicant) submits his/her part in Denmark, this part (Part 2) should be submitted at the same time as the application (Part 1).

Which documents should you include?

Documentation of handicap, if applicable.

Missing information or documents

The Immigration Service may **refuse** an application if it does not include the necessary information or documents, or the processing time may be **longer**. We recommend, you use the check list at the end of part 2 of the form.

1. Information about you (the minor child, who is residing in Denmark)

PLEASE COMPLETE IN CAPITAL LETTERS

| | |
|----------------------|------------------------------------|
| Given name(s) | |
| Surname | |
| Nationality | Former nationality (if applicable) |
| CPR number (CPR-nr.) | Country of birth |
| Telephone number | Email address |

2. Information about the family member who is applying for a residence permit (the applicant)

PLEASE COMPLETE IN CAPITAL LETTERS

| | |
|--------------------------------------|---|
| Given name(s) | |
| Surname | |
| Nationality | |
| CPR number (CPR-nr.) (if applicable) | Personal ID (Person ID) (if applicable) |

3. Information about your attachment to Denmark

PLEASE COMPLETE IN CAPITAL LETTERS

Where were you born and raised?

When did you leave your country of origin?

Did you leave your country of origin alone?

Yes No

If **no**, state with whom you traveled

Have you resided for a longer period of time in another country than your country of origin before you came to Denmark?

Yes No

If **yes**, where and when?

Did you have any work in this period?

Yes No

If **yes**, what work and in which period?

When did you arrive in Denmark for the first time?

Have you resided in Denmark since?

Yes No

Who do you reside with in Denmark?

Do you have any close family in Denmark?

Yes No

If **yes**, state your family relation

Do you have parents or siblings who have perviously been family reunified to Denmark?

Yes No

If **yes**, state the name

Do you have any serious illnesses or disabilities?

Yes No

If **yes**, state which and attach documentation

4. Information about your parents

PLEASE COMPLETE IN CAPITAL LETTERS

| | Father | Mother |
|--------------------------------------|---|---|
| Given name(s) | | |
| Surname | | |
| Date of birth (day, month, year) | | |
| In which country is he/she residing? | | |
| Marital status | <input type="checkbox"/> Married <input type="checkbox"/> Unmarried | <input type="checkbox"/> Married <input type="checkbox"/> Unmarried |

5. Information about your siblings

PLEASE COMPLETE IN CAPITAL LETTERS

Do you have sibliings in **Denmark**? Yes No



If **yes**, state the following:

| | Brother/sister 1 | Brother/sister 2 | Brother/sister 3 | Brother/sister 4 |
|----------------------------------|--|--|--|--|
| Given name(s) | | | | |
| Surname | | | | |
| Date of birth (day, month, year) | | | | |
| Address | | | | |
| Marital status | <input type="checkbox"/> Married <input type="checkbox"/> Unmarried | <input type="checkbox"/> Married <input type="checkbox"/> Unmarried | <input type="checkbox"/> Married <input type="checkbox"/> Unmarried | <input type="checkbox"/> Married <input type="checkbox"/> Unmarried |

Do you have siblings **abroad**? Yes No

If **yes**, state the following:

| | Brother/sister 1 | Brother/sister 2 | Brother/sister 3 | Brother/sister 4 |
|----------------------------------|--|--|--|--|
| Given name(s) | | | | |
| Surname | | | | |
| Date of birth (day, month, year) | | | | |
| Address | | | | |
| Marital status | <input type="checkbox"/> Married <input type="checkbox"/> Unmarried | <input type="checkbox"/> Married <input type="checkbox"/> Unmarried | <input type="checkbox"/> Married <input type="checkbox"/> Unmarried | <input type="checkbox"/> Married <input type="checkbox"/> Unmarried |

6. Other relevant information

PLEASE COMPLETE IN CAPITAL LETTERS

7. Declarations and information

A. Sworn declaration of correctness

I hereby solemnly swear that the information in this form is correct.

If the information is found to be false, 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 information (Aliens Act section 40).
- The applicant's residence permit can be revoked (Aliens Act section 19).

B. Declaration of consent to allow authorities to gather necessary personal 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 processes your data and about your rights in the fact sheet at the back of this part of the form.

D. Information regarding possible verification by the authorities of the information you have supplied

The Immigration Service may seek to verify the accuracy of the information you have given in this application. This may happen while the application is being processed or later, if the applicant is granted a permit. If the applicant is granted a permit and the Immigration Service finds that he/she no longer meets the requirements of his/her residence permit, his/her permit may be revoked. Verification may be conducted at random and is not necessarily an indication that the Immigration Service suspects you of providing false information, or suspects the applicant of not meeting the requirements of his/her residence permit.

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.

8. Signature

Since you are under the age of 18, the form must be signed by your parent or another person, who substitutes as your parent (your guardian).

I confirm that I have read, understood and accepted the terms laid out in section 7 A-B and have read and understood the terms laid out in section 7 C-D.

Name and relation to the child

Date and place

Signature

Did you remember everything?

If the application for family reunification 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 the 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.

We recommend using the checklist below before submitting the application.



Checklist

Before submitting your application, please ensure you have included the following documents:

- Documentation of health conditions (if applicable)
- Documentation of guardianship, if you are under the age of 15.

It is also important to

- answer all questions, and
- sign and date the information form.

For official use only: Checklist

| | | |
|---|------------------------------|-----------------------------|
| Are all questions answered? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| Is the form signed by the sponser? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| Is the form signed by the guardian? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| Is the necessary documentation for the guardianship enclosed? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |

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, Farimagvej 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, Farimagvej 51A, 4700 Næstved, Att: Databeskyttelsesrådgiver/Data protection officer

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

Purpose and legal basis

Your data are collected in order to process this application and the applicant's continual 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 not obligated to answer the questions in this form. If you chose not to answer one or more questions, the Danish Immigration Service can order you to provide the information that is necessary to assess whether your family member can be granted a Danish residence permit (Aliens Act section 40). If you do not provide the information it can result in your family member not being granted a residence permit.

The information you have supplied in this form will be registered in the Danish immigration authorities' registers. The same holds true for any information you give later in conjunction with an application to extend your family member's residence permit.

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.

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.

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Origin of information

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- 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),

- 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 is applying because of his/her relation to you, 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.

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Consent

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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.

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