

# Application form

FA5\_en\_150224

## Application for extension of residence permit for family reunified children, who are now over the age of 18

### Mandatory digital self-service

An application for extension of a residence permit for family reunified children, who are now over the age of 18, is covered by mandatory digital self-service. This means that, normally, you cannot use this application form, but must use the digital self-service solution **FA4-5 online**, which the Danish Immigration Service provides at [newtodenmark.dk](http://newtodenmark.dk)

You should only use this application form, if you believe that you are exempt from the requirement of digital self-service. **Read more on page 2.**

### Use

Use this form when applying for a temporary extension of a residence permit if:

- your residence permit was issued on the grounds of family reunification for a child, and
- you are now an adult (over the age of 18 years)

A 'family reunified child' should be understood as: a child who has a Danish residence permit issued on the grounds of family reunification with:

- one or both parents
- foster parents, or
- close relatives (adult siblings, grandparents or other next of kin)

Until turning 18, the basis of your residence permit is attached to your parents' residence permits. You must submit an application for an independent basis for your residence permit when turning 18. You can apply by submitting this application. The application cannot be submitted earlier than three months before turning 18.

### Fee

Normally, you (the application) have to pay a fee to get your case processed at the Immigration Service. You can read more about the payment in section 1 of this form and at [newtodenmark.dk/fee](http://newtodenmark.dk/fee) where you can also find the current fees.

### How to apply

- Fill out and sign this form
- Attach documentation for paid fee
- Submit the application at the Immigration Service's Citizen Service when you show up to have your biometrics recorded. 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](http://www.newtodenmark.dk/visit-us). You can also send the application to the Immigration Service through our contact form at [www.nyidanmark.dk/kontakt-us](http://www.nyidanmark.dk/kontakt-us).

### If you have children who need to extend their residence permits

If you have children under the age of 18, who have residence permits on the grounds of family reunification and also need to apply for extension of their residence permits, a separate form for each child must then be completed. Use form FA4. The relevant forms and digital solutions are available [newtodenmark.dk](http://newtodenmark.dk).

### Biometric features required on residence cards

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

Read more about residence cards with biometric features on the last page of this form and at [www.newtodenmark.dk/residencecard](http://www.newtodenmark.dk/residencecard).

### Modification of personal data

If you believe that your personal data (e.g. nationality/citizenship or date of birth) is incorrectly registered in the Immigration Service's records, you can use form PE1 to apply for modification of your data. PE1 is available at [newtodenmark.dk](http://newtodenmark.dk).

### For more information

More information about the rules governing family reunification is available at [newtodenmark.dk](http://newtodenmark.dk), where you can also find information about processing times. If you have questions when filling out the forms, you can also contact the Immigration Service. See contact information at [www.newtodenmark.dk/contact-us](http://www.newtodenmark.dk/contact-us).

### Submit the application in due time

You must submit an application to extend your present residence permit before it expires. If you submit your application after your residence permit expires, it will mean you are residing illegally in Denmark. As such, you should expect your application to be **rejected**. In this case, the Immigration Service will not process your application, and you will have to leave Denmark and apply for a new residence permit in your country of origin. This applies even if you have only been residing illegally in Denmark for a short period of time. Residing and/or working illegally in Denmark can also lead to **expulsion** which entails a prohibition against returning to Denmark within a specified period.

**For official use only**

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

\*) The case order ID will only be created by the authorities, if the applicant has not created a case order ID. If the applicant has created a case order ID it must be stated in section 1.1 in this application form.

FA5\_en\_150224

## Application for extension of residence permit for family reunified children, who are now over the age of 18

### Mandatory digital self-service

An application for extension of a residence permit for family reunified children, who are now over the age of 18, is covered by the requirement of using digital self-service. This means that, normally, you cannot use this application form, but must use the digital self-service solution **FA4-5 online** instead, which the Danish Immigration Service provides at [newtodenmark.dk](http://newtodenmark.dk).

**You should only use this application form if you believe that you are exempt from the requirement of mandatory digital self-service.**

If you use this form and the Danish Immigration Service assess that you are not exempt from mandatory digital self-service, the Immigration service can reject your application.

You can be exempt from mandatory digital self-service if there are special circumstances which make you unable to fill in a digital application. These special circumstances can e.g. be that you lack digital qualifications or cannot use the digital self-service solution due to health issues.

If the Danish Immigration Service assess that you can be exempt from mandatory digital self-service, the Immigration Service will process your application, even though it has not been submitted digitally.

If you have been exempted from Digital Post from Danish public authorities, you will also be exempt from the requirement of digital self-service.

It is not a requirement that third-parties, e.g. lawyers and relatives, as well as Turkish Citizens, who are covered by the Association Agreement between the EU and Türkiye, have to use the digital self-service solutions.

Read more about who are exempt from digital self-service at [www.newtodenmark.dk/forms](http://www.newtodenmark.dk/forms)

If you believe that you are exempt from mandatory digital self-service, and you choose to hand in the application on this printable application form, please provide the following information:

Why do you believe that you are exempt from mandatory digital self-service? (mark with an X)

**A.**  I am a Turkish citizen covered by the Association Agreement between the EU and Türkiye.

**B.**  I am a party representative for the applicant, e.g. lawyer or relative.

If you have marked B with an X, please state your full name and relation to the applicant (attach a power of attorney if you are a relative or similar):

**C.**  There are special circumstances which make me unable to use the digital self-service solution.

If you have marked C with an X, please state which circumstances (attach documentation, if possible):

Are you already exempt from Digital Post?

Yes  No

## 1. Fee

Normally, you have to **pay a fee** to submit an application for extension of a residence permit on the grounds of family reunification with children, who are now over the age of 18.

The fee covers the processing of your case. This means that the fee will not be refunded if your (the applicant's) application is rejected. Furthermore, the fee will not be refunded if, during the processing of the case, you choose to withdraw the application. If you have not paid the fee the application will be rejected, which means that it will not be processed. If the application is rejected for any other reason, the fee will be refunded minus an administration fee. Read more about fees at [www.newtodenmark.dk/fee](http://www.newtodenmark.dk/fee).

### How to pay

To pay the fee you have to complete the following steps in order:

1. Create a case order ID at [newtodenmark.dk](http://newtodenmark.dk) with the case type '**Family reunification (Extension)**'
2. Pay the fee. **Please note:** Certain applicants may be exempt from paying the fee. These persons must still create a case order ID.
3. Enter your case order ID in section 1.1 of this form.
4. Enclose documentation of payment of fee.

If you have already created a case order ID and paid the fee, you can go directly to section 1.1. If not, you can read more about how to do it below.

### How is a case order ID created?

Everyone can create a case order ID at [newtodenmark.dk](http://newtodenmark.dk). You can create it at the relevant application page at [www.nyidanmark.dk/you-want-to-extend/family](http://www.nyidanmark.dk/you-want-to-extend/family). Choose the subtopic 'Family reunification' and then 'Child'.

### How is a fee paid?

You can pay the fee in several ways, for example with a debit or credit card from a Danish internet bank, in the bank or at the post office. At the page on [newtodenmark.dk](http://newtodenmark.dk) where you created the case order ID, you can choose how you wish to pay, and you can see which information is required when paying the fee. **Please note:** The fee must be paid no later than at the same time the application is submitted. In most cases, this means that the fee will need to be paid **before** the application is submitted. You **cannot** pay the fee at the Immigration Service's Citizen Service. Please enclose **documentation of the payment** e.g. a receipt from a transfer via your net bank or a receipt from your bank or a post office.

### Who is exempt from paying a fee?

There may be special cases where you (the applicant) can submit an application for an extension of a residence permit on the grounds of family reunification without paying the fee. This may be the case if the person you are family reunited with, your sponsor, in Denmark has refugee status or if the sponsor is seriously ill or has a serious handicap. You (the applicant) may also be exempt from paying the fee if the sponsor has a child from a previous relationship who he/she is residing with or your sponsor sees the child on a regular basis. Furthermore, you (the applicant) may be exempt from paying the fee if you are a Turkish citizen who is economically active as an employee, self-employed person or service provider. The same applies if you (the applicant) are family reunited with a Turkish citizen who is economically active as an employee, self-employed person or service provider. At [www.newtodenmark.dk/fee](http://www.newtodenmark.dk/fee) you can read more about who is exempt from paying the fee.

If you believe, you (the applicant) are exempt from paying the fee, please tick the box "I am exempt from paying the fee". When you create a case order ID, please state that you are exempt from paying the fee. Please note: if the immigration authorities decide that you are in fact not exempt from paying the fee, your application will be rejected, which means that it will not be processed. However, if you have paid the fee and the immigration authorities decide that you are in fact exempt from paying the fee, the fee will be refunded.

## 1.1 Case order ID

Please state your (the applicant's) **case order ID**. The case order ID you state below must be identical to the case order ID stated when paying the fee. Please enclose documentation that you have paid the fee. If you believe that you are exempt from paying the fee, please enter your case order ID and tick the box next to 'I am exempt from paying the fee'.

Case order ID

I am exempt from paying the fee (fill out the section below)

Why do you believe to be exempt from paying the fee? (tick one box)

A.  As a minor, I have lived in Denmark for at least 6-7 years without interruption, where I have been enrolled in a Danish institution or schools.

- B.**  My mother or father, whom I have been family reunified with, has residence in Denmark as a refugee.
- C.**  My mother or father whom I have been family reunified with, is a Turkish citizen who is economically active as an employee, self-employed business owner or a service provider. If your parent is a self-employed business owner, you must state the CVR number of the company:
- D.**  I suffer from a serious illness or disability. You must attach documentation for your illness or disability.
- E.**  Other reasons. State why:

## 1.2 Information required for refunding the fee (in case the fee is to be refunded)

Please give the information required for **refunding the fee, if applicable**. The fee can be refunded by transfer to a Danish East Account ('NEM-konto'), a Danish bank account or a foreign bank account. Please state the name of the person to whom the refund should be paid (account holder/recipient), how you wish to receive the money, and any required information.

If the refund is to be paid to a foreign bank account, we recommend that you speak with your bank first to obtain the information necessary in order to receive a transfer from Denmark. In addition to the account information, you may also need to provide the bank's address.

Please note that for a period of 365 days, your fee cannot be returned to a bank account, if you originally paid the fee with Dankort or credit card. For that period of time the payment can only be returned to the same Dankort or credit card account. After 365 days, your fee can be returned to the bank account specified by you below.

Account holder/recipient

- The applicant
- Other person/company, inform name:

Danish Easy Account (NEM-konto)      CPR number

Danish bank account      Name of bank      Registration number      Account number

Foreign bank account      Account information (account number/BIC/SWIFT/IBAN)

Other information, if applicable, e.g. the bank's address, account holder's address etc.

## 2. Information about the applicant

**COMPLETE IN CAPITAL LETTERS**

**PLEASE**

Given name(s)	CPR number
Surname	Former surname (if applicable)
Nationality	Place of birth
Address (Street, number, postcode, city)	

Telephone number (day hours)	Email address
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### 3. Information about the applicant's passport

PLEASE COMPLETE IN CAPITAL

#### LETTERS

<input type="checkbox"/> National passport	<input type="checkbox"/> Other travel documents, which?
Passport number	Date of issue (day, month, year)
Date of expiry (date, month, year)	In which country is the passport issued?

### 4. Information about the parent / legal guardian whom you (the applicant) were family reunified with

PLEASE COMPLETE IN CAPITAL LETTERS

Surname	CPR number
Given name(s)	

### 5. Declarations regarding the grounds for your residence permit

In order to extend a residence permit when you have turned 18, the grounds for your current residence permit still have to be present. The grounds may for instance be that both your parents, your mother or father still live in and have legal residence in Denmark.

Below you must declare whether the grounds are still present.

#### Declaration regarding the grounds for your residence permit

- I solemnly declare that the grounds for my current residence permit are **still** present
- I solemnly declare that the grounds for my current residence permit **no longer** exist
- I am not sure whether the grounds for my current residence permit still exist

### 6. 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

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](http://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 or through our contact form at [www.newtodenmark.dk/contact-us](http://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 your residence permit can be extended (Aliens Act section 40). Failure to provide the information can put the extension of your residence permit in jeopardy (Aliens Act section 60).

The information you supply or have supplied in connection with your application for an extension of a temporary residence permit will be registered in the Danish immigration authorities' registers. When you received a residence permit, it was registered in the Central Person Register. The Central Person Register is a computerised register maintained by the Danish Ministry of Economic Affairs and the Interior. You will continue to be registered in the Central Person Register.

#### 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](http://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](http://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](http://www.datatilsynet.dk)

#### **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 in special cases 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 live (Aliens Act section 44 a).

Such information includes:

- The grounds of your residence permit

The municipality will be informed if

- your residence permit is revoked or not extended,
- your residence permit is found to have expired, or
- 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 Immigration Service and other Danish authorities 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 an extension of your permit. If you are granted an extension of your 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 Central Person Register.
- Comparison of information contained in the Immigration Service's 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 place 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.

## 7. Signature (the applicant)

**By signing below, I confirm that I have read, understood and accepted the terms laid out in section 6.**

Date and place

Signature

## Checklist

Before submitting your application, it is important that you make certain that the form is filled out correctly. In this way, you help the Immigration Service process your application faster.

The average processing times for applications for extension of residence permits can be found on [newtodenmark.dk](http://newtodenmark.dk).

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

Documentation for payment of fee.

***It is also important to***

- write your case order ID in section 1.1,
- answer all questions,
- sign and date the application.

## Biometric features required on residence cards

When submitting your application, you will be asked to also submit biometric features (digital facial image and fingerprints) in connection with the application.

If you submit your application in person, your biometric features must be recorded at that time.

If you send your application by post or a third party such as a lawyer, you must appear in person to have your biometric features recorded **before a set deadline** of the application being submitted. You can see the set deadline for recording of biometric features at [www.newtodenmark.dk/residencecard](http://www.newtodenmark.dk/residencecard). When your biometric features are recorded, please remember to **bring a photocopy** of the first three pages of your completed application form. This will allow the immigration authorities to match your biometric features with the application. **Please note** if you refuse to get you facial image or fingerprints recorded in connection with submitting you application, your application will be **rejected**.

Please **bring your passport** or other form of travel documentation when having your biometric features recorded. 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 your residence permit is extended. If you are not physically capable of providing fingerprints, you are exempt from the requirement to be fingerprinted.

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](http://www.newtodenmark.dk/visit-us).

Read more about residence cards with biometric features at [www.newtodenmark.dk/residencecard](http://www.newtodenmark.dk/residencecard).

## For official use only

Names and passport information in compliance with shown proof of identity

Enclosed:

- Documentation for payment of fee.
- Other

Comments

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