

Application form

FA5_en_280518

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

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 where you can also find the current fees.

How to apply

- Fill out and sign this form
- Submit the application at the Immigration Service's Citizen Service or to the local police. You can also send it to the Danish Immigration Service, Ryesgade 53, 2100 København Ø.

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.

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 residence cards with biometric features on the last page of this form and at 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 www.newtodenmark.dk/forms.

For more information

More information about the rules governing family reunification is available at 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.

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 can lead to prohibition of 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_280518

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.

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. When the Danish Immigration Service assess whether you can be exempt from the requirement of digital self-service, the Immigration Service will take into account whether you already have been exempt from registration of Digital Post.

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 Turkey, have to use the digital self-service solutions.

Read more about who are exempt from digital self-service at 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 Turkey.

B. I am a third-party 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 registration for 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.

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 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. You can create it at the relevant application page at 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 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 or at a Danish police station. 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 reunified with, your sponsor, in Denmark has refugee status or if your sponsor is seriously ill or has a serious handicap. You may also be exempt from paying the fee if your 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 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 are family reunified with a Turkish citizen who is economically active as an employee, self-employed person or service provider. At www.newtodenmark.dk/fee you can read more about who is exempt from paying the fee.

If you believe, you are exempt from paying the fee, please tick the box "The applicant is 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) **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 'The applicant is exempt from paying the fee'.

Case order ID

The applicant is exempt from paying the fee

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 180 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 180 days, your fee can be returned to the bank account specified by you below.

| | | | |
|---|--|---------------------|----------------|
| Account holder/recipient | | | |
| <input type="checkbox"/> Applicant | | | |
| <input type="checkbox"/> Other person/company, inform name: | | | |
| <input type="checkbox"/> Danish Easy Account (NEM-konto) | CPR number | | |
| <input type="checkbox"/> Danish bank account | Name of bank | Registration number | Account number |
| <input type="checkbox"/> 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. The applicant

PLEASE COMPLETE IN CAPITAL LETTERS

| | |
|--|--------------------------------|
| Surname | CPR number |
| Given name(s) | Former surname (if applicable) |
| Nationality | Place of birth |
| Address (Street, number, postcode, city) | |
| Telephone number (day hours) | Email address |

3. Information about 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 with whom you (the applicant) were family reunified

PLEASE COMPLETE IN CAPITAL LETTERS

| | |
|---------------|------------|
| Surname | CPR number |
| Given name(s) | |

5. 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 Danish immigration authorities obtain and pass on information about my private affairs for the purpose of enabling them to process this application (Public Administration Act section 29). Information can be obtained from or passed on to other Danish and foreign public authorities, including the police authorities.

Such information includes:

- Previous criminal proceedings against me
- My familial relations
- Verification that the documents submitted with this application are genuine

I also consent to giving authorities contacted by the Immigration Service while processing this application permission to gather information about my private affairs for use in responding to the Immigration Service's enquiry.

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, Ryesgade 53, 2100 København Ø, 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: Ministry of Immigration and Integration, Slotsholmsgade 10, 1216 København K, Att: Databeskyttelsesrådgiver/Data-protection officer, telephone: +45 61 98 40 00, e-mail: dpo@uim.dk

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; pictures of you; marital status; citizenship and nationality; travel routes; occupation; information about your family; memberships of associations; financial information; information about your refugee status; CPR number; information about your social status; and whether you have committed any legally punishable offences
- Sensitive personal data, such as: political opinions, religious or philosophical beliefs; health information, including genetic data; trade union membership; biometric data collected for the purpose of establishing your identity; data concerning your sexual orientation; and information about minors.

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 State Administration, 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 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.

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 II)
- other authorities, such as: municipal authorities, the State Administration, the Immigration Appeals Board and the Refugee Appeals Board,
- 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. In practice, the Immigration Service stores your data as part of a 'lifecycle' lasting your entire life.

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.

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. If a consent is requested it is not in accordance with the GDPR, but a consent in accordance with the Public Administration Act (forvaltningsloven) or the Aliens Act.

Rights

Under the GDPR, you have certain rights when we process your data:

- **The Right of Access (the right to see your data)**
You have the right to access which data about you the Immigration Service is processing. If you request access to your data, your application will be processed in accordance with the GDPR's guidelines governing right of access. If there are guidelines that provide you with greater access than the GDPR affords, your request for access will be processed in accordance with these guidelines as well. These additional guidelines may include those contained in the Public Administration Act that governs freedom of information requests.
- **The Right to Rectification (the right to have your data corrected) and the Right to Erasure (the right to be deleted)**

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 sooner than they would be under our normal requirements for deletion.

Under section 13 and section 15 of the Information Act (offentlighedsloven), the Immigration Service has an obligation to notify and report, which means that a request to have data deleted will rarely be accommodated. This means that data can normally only be deleted if they have been attributed to the wrong case.

- **Right to Restriction of Processing**

In some situations, you have the right to restrict the processing of your personal data. Where processing has been restricted, the Immigration Service must have your consent to process your data, with the exception of storage, unless the purpose of the processing is to establish or defend a legal claim, to protect another person or for reasons of important public interest.

- **The Right to Object**

In some situations, 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

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 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.

G. 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.

6. Signature (applicant)

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

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 www.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 fax 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 14 days** of the application being submitted. 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** that the processing of your application will not begin until your biometric features are submitted.

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.

Biometric features can be recorded at the Immigration Service's Citizen Service. If you live outside the Greater Copenhagen Area, your biometric features can also be recorded at some police stations. A list of the police stations capable of recording biometric features can be found at www.newtodenmark.dk/residencecard.

If your application does not include facial images or fingerprints, your application will be **rejected**. If you are not physically capable of providing fingerprints, you are not required to be fingerprinted.

Read more about residence cards with biometric features at 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