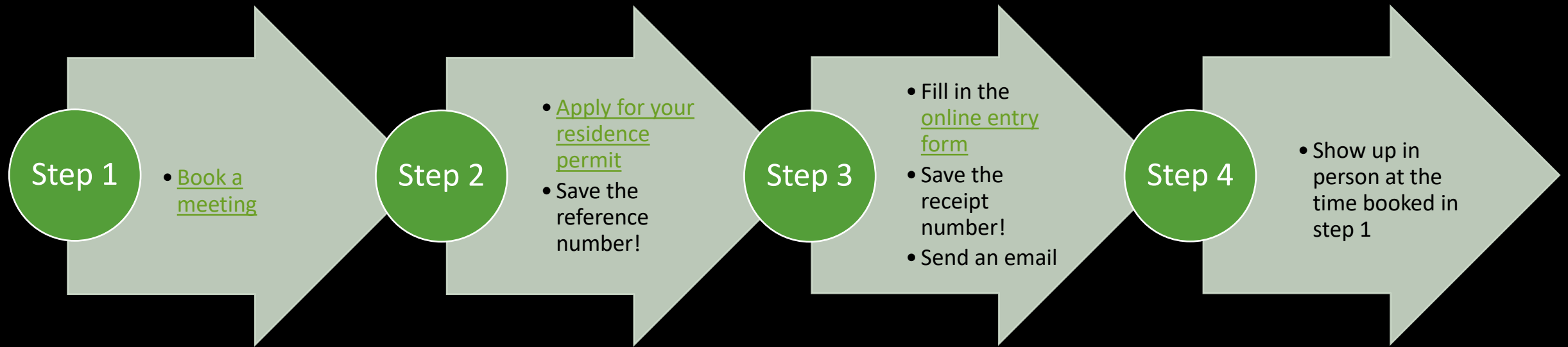


# Apply for your residence permit, CPR number and doctor



Remember to bring your original passport/ID card + rental agreement to the meeting!

# How to apply for your residence permit, civil registration number and your doctor:

## Step 1: Book a timeslot for your meeting with the municipality and SIRI – special opening days for SDU students: 9 and 12 September:

- From 1 August and on, you can book a meeting with SIRI + Citizen Service (Borgerservice) via the link specifically offered for students in Sønderborg:

[https://scandic.cleverq.de/public/sites/5/appointments/index.html?hash=34308c98d7&lang=en&service\\_id=55](https://scandic.cleverq.de/public/sites/5/appointments/index.html?hash=34308c98d7&lang=en&service_id=55)

## Step 2: Apply for your residence permit:

- Fill in the online application form [here](#) (at latest 4 September).

*The application form includes a page for self-declaration support. It is not necessary that you fill in this part, but to move on with your application, you must upload an empty document.*

*The certificate of enrollment is not necessary either, SDU has already provided SIRI with all needed information.*

You must enclose your passport or ID card (both front and back side) to your application.

After you have finished your application, you receive a reference number. It is stated on the last page once you have sent your application. You need the number for step 4.

## Step 3: Apply for your CPR-number, doctor (yellow card) and information about MitID and e-boks:

- Fill in the online entry form via the [webpage](#) (deadline: 4 September).  
(If you are under 18 years, your parents must sign a consent form)

- You must upload following documents to the form:

- Passport or personal ID certification
- Civil status document if you are married/divorced/widowed.
- A rental agreement or a written confirmation by the person whose residence you live at.

*The application form includes a page for uploading your residence permit. It is not necessary that you fill in this part, but to move on with your application, you must upload an empty document.*

- Important**, at the end of your application you are given a receipt number. You must send this number by email to: [indrejser\\_sdu@sonderborg.dk](mailto:indrejser_sdu@sonderborg.dk) (deadline: 4 September) – in the subject of your email, state: Registration SDU + date for your appointment.

## Step 4: Show up for your meeting:

- Show up in person at SIRI + Citizen Service (Borgerservice) for your time slot booked under step 1.  
Address: Borgen, Holger Drachmanns Plads 5, 2 floor.

**Remember to bring your original passport/ID card + rental agreement + reference/receipt numbers!**

### Further information for new citizens

Check out the [information for new citizens in Sønderborg](#) and the page [Life in Denmark](#).