



Documents you must bring for CPR and Residence Certificate registration

Please bring all needed copies and prints *from home*, and make sure **all information** is visible on your copies. The International Centre is unfortunately **not** able to make copies for you.

If you do not bring the required documents, you will need to register on your own which will be more time-consuming and complicated.

EU-CITIZENS (including Liechtenstein and Switzerland):

- ORIGINAL (VALID) PASSPORT / NATIONAL ID CARD
- 2 COPIES OF PASSPORT (photo page) / NATIONAL ID CARD (front and back)
- 1 PASSPORT PHOTO (**not** a copy)
- 1 COPY OF LETTER OF AU-ENROLLMENT (Downloaded and printed no more than 3 months before you apply. Below you can see where to access the AU-Enrollment Letter)
 - **Exchange Students (1 or 2 semesters):** mit.au.dk → log in → Exchange Application(in the left side) → download Letter of Enrollment
 - **Full Degree Students (2 or 3 years):** mit.au.dk → log in → Student Self-Service(STADS) → log in → Transcripts → Chose from the list → Confirmation of Enrollment
- 1 COPY OF THE BLUE EUROPEAN HEALTH INSURANCE CARD (front and back) /OR OTHER PRIVATE HEALTH INSURANCE
- 1 COPY OF DANISH HOUSING CONTRACT / HOUSING OFFER WITH DANISH ADDRESS AND YOUR NAME
- COMPLETED RESIDENCE CERTIFICATE APPLICATION (will be in arrival pack)
- COMPLETED APPLICATION FORM FOR CPR (will be in arrival pack)
- IF YOU MOVE TO DENMARK FROM ANOTHER NORDIC COUNTRY: DOCUMENTATION OF YOUR NORDIC SOCIAL SECURITY NUMBER
- EU RESIDENCE CERTIFICATE WHEN OBTAINED AT SIRI (This will be possible during the AU Intro Days)

NON-EU CITIZENS:

- ORIGINAL (VALID) PASSPORT
- 1 COPY OF PASSPORT (photo page)
- 1 COPY OF RESIDENCE PERMIT LETTER
- 1 COPY OF DANISH HOUSING CONTRACT / HOUSING OFFER WITH DANISH ADDRESS AND YOUR NAME
- COMPLETED APPLICATION FORM FOR CPR (will be in arrival pack)
- IF YOU MOVE TO DENMARK FROM ANOTHER NORDIC COUNTRY: DOCUMENTATION OF YOUR NORDIC SOCIAL SECURITY NUMBER

NORDIC CITIZENS (Finland, Iceland, Norway, Sweden):

- ORIGINAL (VALID) PASSPORT / NATIONAL ID CARD
- 1 COPY OF PASSPORT (photo page) / NATIONAL ID CARD (front and back)
- 1 COPY OF THE BLUE EUROPEAN HEALTH INSURANCE CARD (front and back)
- 1 COPY OF DANISH HOUSING CONTRACT / HOUSING OFFER WITH DANISH ADDRESS AND YOUR NAME
- DOCUMENTATION OF YOUR NORDIC SOCIAL SECURITY NUMBER
- COMPLETED APPLICATION FORM FOR CPR (will be in arrival pack)

If you are married/divorced or if you move to Denmark with children, please contact the citizen service at Dokk1 for further instructions.

PLEASE TURN THE PAGE



If you have not brought passport photos you can have one taken at:

Japan Photo – Storcenter Nord

Finlandsgade 17
8200 Aarhus N

Mon-Fri: 10.00-19.00

Sat: 10.00-17.00

Copies/prints of the required documents can be made at:

Trøjborg Kopicenter

Tordenskjoldsgade 40
8200 Aarhus N

Mon-Thurs: 9.30-17.30

Fri: 9.30-16.30

Sat-Sun: 10.00-12.00

Nemprint

Banegårdsgade 16
8000 Aarhus C

Mon-Fri: 9.00-17.00

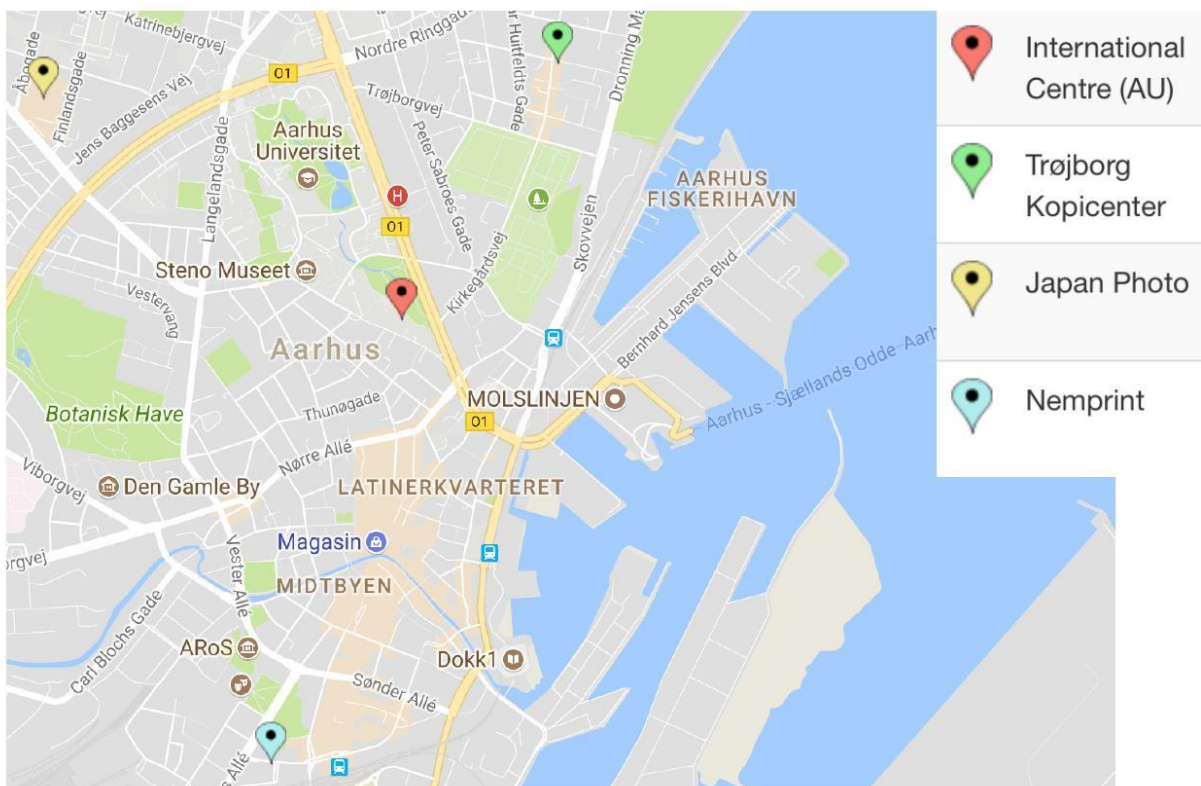
Citizen Service at Dokk1

Hack Kampmanns Plads 2
8000 Aarhus C

Mon-Weds: 10.00-16.00

Thurs: 10.00-18.00

Fri: 9.30-16.30



The Residence Certificate (only EU citizens) is obtained at SIRI in the city center, this can be done during the AU Intro Days.

SIRI – New to Denmark

Åboulevarden 31, 1
8000 Aarhus C

Opening hours:

Mon: 9.00-15.00

Weds: 9.00-15.00

Fri: 9.00-13.00

During the AU Intro Days SIRI will have special opening hours. See the AU Intro Days Programme.

