



Visa information from ICYE Denmark 2010-11

General remarks

All exchanges (Except EEC citizens) going to Denmark need to apply for visa/resident permit.

The Danish Immigration Service in Denmark has a treatment period of 8 to 12 weeks – starting from the date they receive the papers in Denmark!

Submission of the visa application form to the embassy in your home country has to be done about 12 weeks/3 months before expected arrival in Denmark – meaning that the application form has to be submitted in the beginning of May - at the latest! - For arrival in Denmark in the end of July.

We have experienced that some consulates/embassies have kept the visa form for up to 3 months before sending it to Denmark, so please make sure that the form is sent. Call up on the consulate/embassy if necessary!

We urge you to start applying for a visa as soon as possible at the nearest Danish Embassy or Consulate.

The Police at the airport will return your exchangee arriving without visa/residence permit to Denmark. Please make sure that the visa has the correct period.

Resident Permit

Before coming to Denmark you must have a residence permit (not EEC citizens). The residence permit will be stamped in your passport at the local embassy or consulate when the Danish immigration authorities have finalized your application.

Type of Resident permit:

For our voluntary program you need to fill in the XT1 application form: *“Application for a residence and work permit for volunteers and other applicants with special circumstances”*

The form will be sent to you. You can also download the form from the Danish Immigration Authority's homepage: <http://www.nyidanmark.dk/en-us/forms/SearchForms.htm?SearchType=forms&Subject=Studies&PerformSearch=True&SubSubject=Other>

WHO DOES WHAT WHEN?

Sending National Committee, latest by March 1st 2010

- By email send a scan of the first pages (containing all the personal information) of the passport

Dansk ICYE, by March 15th 2010

- Makes an official invitation letter to the candidate. We will send a scanned copy to the sending National Committee, and send the original invitation letter to the Danish Immigration Authority.

Sending National Committee

Make sure that the candidate sends the below mentioned papers to the nearest Danish Embassy or Consulate

- Invitation letter from Dansk ICYE.



Klosterport 4A, 3 sal - 8000 Aarhus C – Denmark

Phone. +45 8618 0715 – Fax. +45 8618 0761 – icye@icye.dk – www.icye.dk



DANISH ICYE

International Cultural Youth Exchange

- To Whom It May Concern, from International Office.
- If minor, parents consent.
- Birth certificate.
- Motivation letter for choosing Denmark.

Make sure:

- That the exchangee has a passport valid for at least 18 months
- That the visa obtained is correct with foreign (reg.) number and expire date. This is very important.

Danish Embassy or Consulate, end of March

- Send all the papers to the Danish Immigration Authorities.

Sending National Committee, mid May

- Checks up on the visa procedure at the embassy and informs ICYE Denmark. Make sure that all the documents have been sent to Denmark.

Dansk ICYE, end May

Address of the host family and the project or school will be delivered by ICYE Denmark to the Danish Immigration Authorities. These information are necessary to finalize the visa application

Send a copy of the insurance papers to the Danish Immigration Authorities

Exchangee

- You must have a valid one-year/6 months return ticket
- Remember to bring your criminal record to Denmark

**ICYE Denmark
February 2010**



Klosterport 4A, 3 sal - 8000 Aarhus C – Denmark

Phone. +45 8618 0715 – Fax. +45 8618 0761 – icye@icye.dk – www.icye.dk