

Important information regarding non-EU/EEA external examiners with temporary residence- and work permits

The below-mentioned immigration rule apply *only*, if you are a citizen of a country outside the Nordic countries or the EU/EEA with a *temporary* residence- and work permit in Denmark, i.e. a work permit to work for one particular employer, for example, as a researcher at a university or employee in a company. If you have a temporary residence- and work permit in Denmark, you cannot work as an external examiner (or other kinds of work) at another employer, for example another university before you have acquired a permit for sideline employment (Please notice exemptions to this rule below regarding researchers with research permits in accordance with Danish Immigration law). If you work as an external examiner without having a separate permit for sideline employment, it is illegal work, for which the external examiner and employer can be penalized (Minimum penalty is a fine).

A permit for sideline employment must be obtained for each external examiner assignment and the application must be submitted to Styrelsen for International Rekruttering og Integration (SIRI). The processing time can take up to one month, so you have to apply well in advance before you have to work as an external examiner. SIRI does not charge a fee for this permit.

Please note that you must contact the educational institution where you will be working as an external examiner for details about the application process, as the institution will take part in the application, and initiate the application process.

DTU advises its educators and external examiners to contact DTU's International Faculty Service (IFS), if they encounter a concrete case where an external examiner has to apply for a sideline employment permit, or otherwise have questions regarding the application for a sideline employment permit. Other educational institutions are encouraged to do the same, so the educators/external examiners know where they can get help. DTU's IFS and HR-department will share this information with their network at the other universities.

Read more about permit for sideline employment at New to Denmark's website:

https://www.nyidanmark.dk/en-us/coming_to_dk/work/Sideline_employment.htm

Exemption for researchers at educational institutions in accordance with Danish immigration law

A researcher, with research permit in accordance with Danish immigration law, who is to participate in an assessment committee or function as an external examiner (censor) at another educational institution for a short period of time as an ordinary part of his or her employment is not required to apply for a permit for sideline employment. It is considered an ordinary part of the researcher's employment, if such work is mentioned in the job content description in the researcher's employment contract. Notice that this only applies to researchers with a research permit in accordance with Danish immigration law. This does not apply to guest researchers or researchers with a permit under the Pay Limit scheme.

Therefore, it is important that researchers check their work- and residence permits, to see if these terms are included in the content description of their employment contract. If not, the researcher must apply for a separate permit for sideline employment, before working as an external examiner.

Read more about this rule (in the part “Conditions”) at New to Denmark’s website:

https://www.nyidanmark.dk/en-us/coming_to_dk/work/researchers.htm

Who is exempted from the rules about sideline employment?

Note that you are *not* part of the target group and subject to the rules about sideline employment if you have a permanent residence permit or a temporary residence permit as a family reunification, refugee, have a humanitarian residence permit or have a residence permit as an accompanying family member to a foreigner who works or studies in Denmark. If there is any doubt about the type of residence permit that requires a permit for sideline employment, you can contact the immigration authorities - or check your work- and residence permit.

All censors who are not in the target group can simply ignore the rules for work permits for sideline employment. However, if you are employed at a university and use external examiners yourself, you should be aware of the rule.