

News from SDU HR Employees, International Staff Office (ISO)

February 2025

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Employment of Non-EU Citizens Starting 1 February 2026

We encourage you to submit requests for employment starting on 1 February 2026 to the HR consultants no later than 10 December 2025 to ensure time for the application of a residence and work permit and that it will be granted before the employment starts.



Work Permits for D-VIP Employment (e.g., External Examiners)

Before requesting employment of a D-VIP from a non-EU/EEA country, please notify ISO to ensure the individual has the correct work permit. This also applies to tasks remunerated with an honorarium.

Such tasks typically fall under the category of 'secondary employment,' for example, if the person is employed by another Danish employer. In some cases, this requires a separate work permit for secondary employment, which ISO can assist in applying for.

Processing time is approximately one month, and the application is free of charge. Work must **not** begin before the permit has been granted.

Read more on [SDUnet](#) (currently only in Danish).




This also applies when international SDU employees perform such tasks at other universities. In these cases, we encourage the individual to contact the relevant university. You can refer them to the page on [Rules of Sideline employment](#) on SDUnet.

International Staff Welcome Program

We appreciate the positive feedback from you and the participants of our introduction day for new international employees. We have been made aware that the events can be difficult to find. Therefore, we are working to make the introduction days more visible. Until then, the course days can be found on SDUnet under SDU Employee Courses > Courses in English and will be mentioned in Annika's newsletter when the next course approaches.

The introduction day is held four times a year in February, May, September, and November. Upcoming course dates are:

- Thursday, [19 February 2026](#)
- Thursday, [21 May 2026](#)

	19. feb 2026 <small>Varighed: 4,5 hours</small>	SDU Odense	For free
	International Staff Welcome Programme This course is for you as a new international employee at SDU. We will introduce you to SDU as an organisation, employment conditions, Danish classes, opportunities at SDU as well as practical and legal matters of getting settled in Denmark. <small>International Staff Welcome Programme</small> → Read more and sign up		

ISO Christmas Holiday

We will close for the Christmas holiday on Friday, 19 December. The office will reopen on Monday, 5 January 2026.



Have a wonderful and hyggelig December!

Warm wishes,

ISO