

# UNIVERSITY OF OSLO

## How to register as a student in Norway

**Orientation meeting for new international students**

**Knutepunktet – International Student Reception**

13.08.2024



# Agenda

- Police registration
- Residence permit
- Health insurance
- Part-time work and work permit
- Bank account
- Health service and SiO services
- Speak up!
- Ombud for students



# Register with the police



Foto: Jarli&Jordan, UiO

## Nordic citizens

- You do not need to register with the police

## EU/EEA citizens

- You will meet with the police to be issued a Registration certificate

## Non-EU/EEA citizens

- You will meet with the police to be issued a residence permit card

# Police registration for EU/EEA-citizens

- If you are staying for more than 3 months, you must register with the police within 3 months after arrival
- Fill in the online application form on the [UDI web page](#)
  - Fill in ALL your names as in your passport/National ID card

## Register after arrival in Oslo

- You can only book an appointment with the police after arrival in Oslo
- Book the first available appointment with the police
  - Choose «Oslo police district, Service Center for foreign workers» (SUA)
- Register your Oslo address and room number
  - Contact SiO housing about registering your postal address

# EU/EEA-citizens: Documents

- You can study and stay in Norway while waiting for the police appointment
- Remember to make a copy of the ID-document you used for the online registration
  - Bring a print-out from UDI's web page that proves you have registered an application
- If you have a letter of conditional admission, you can submit this to police

## Documents to hand in



The ID-page of your passport or both sides of your National ID card



EU Health Insurance Card or private health insurance documents



Admission letter from UiO



Declaration of funds - a personal statement that you can support yourself

# EU/EEA-citizens: Norwegian ID number

- If staying for 1 semester you are not eligible for a Norwegian ID number
- Exemption:
  - If you find a job and register for a tax card, you will receive a D-number (temporary ID number)

## Report move to Norway

---

Only for students staying more than 6 months (2 semesters or more)

---

After the appointment with the police at SUA (Service Center for Foreign Workers) you will be transferred to the Tax Office

---

Bring the completed form [RF-1401 Report a move to Norway from abroad](#) and your tenancy contract

---

The Tax Office will issue a Norwegian ID number

# EU/EEA-citizens: Place of appointment

Where to meet Oslo police district

- [Service Center for foreign workers \(SUA\)](#)
- Address: Schweigaards gate 17
  - Bus stop: Oslo Bussterminal
  - Subway station: Grønland

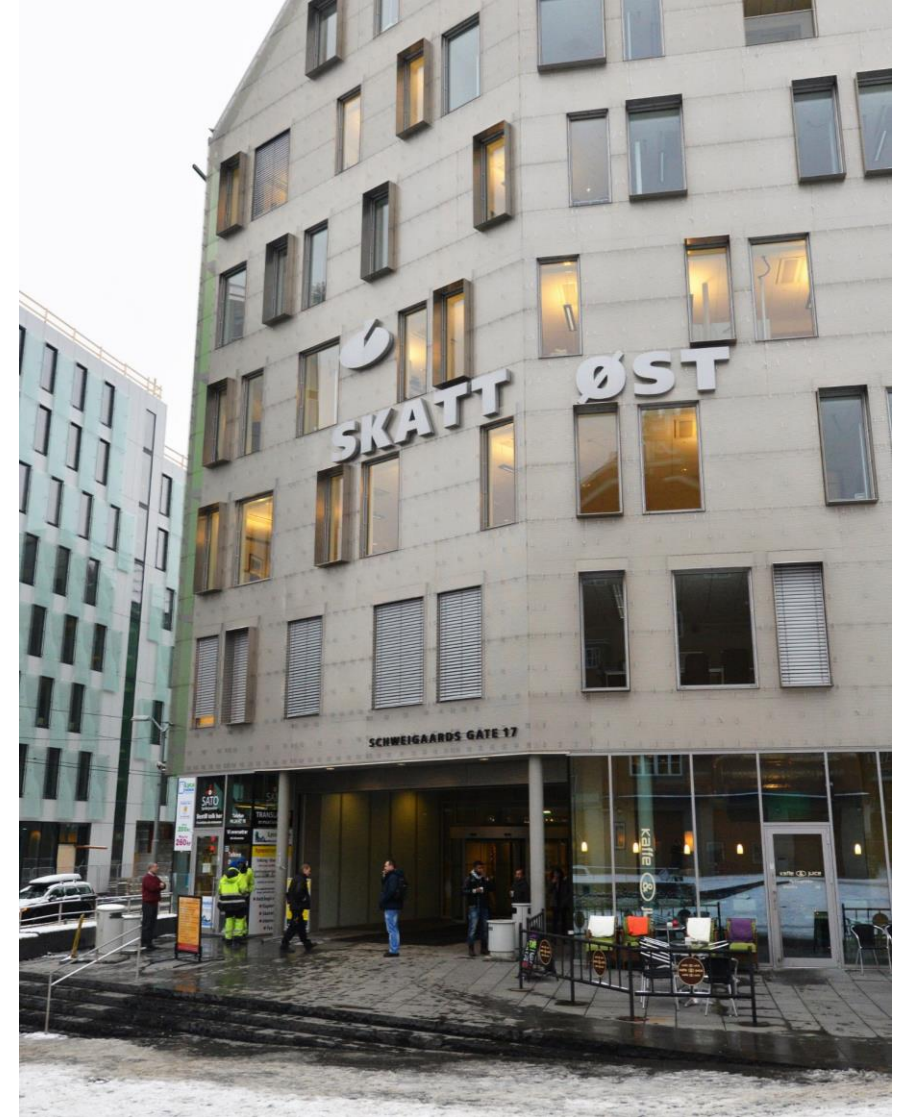


Foto: UiO/Anders Lien

# Police registration for non-EU/EEA citizens

If granted a study permit before arrival

- You will meet with the police to be issued a residence permit card
- Book an appointment with the police on the [UDI's web page](#)
  - Choose “Oslo Police District, Department of Immigration”
- If unable to book an appointment online, you may contact the police by calling: (0047) 22 34 21 00

**For your police appointment you must bring**



Passport or National ID card



Your address in Oslo

Remember the unit number of the apartment (check SiO Mypage for details)



Receipt from SiO deposit account (if applicable)



# Residence permit for non-EU/EEA citizens

If you have not obtained a study permit

- Some students can travel to Norway and hand in the application for residence permit after arrival
- Make sure you fulfill the requirements to apply from Norway
  - If you are uncertain, please contact UDI directly regarding your specific case

**Applying for study permit after arrival in Norway**

---

Submit an online application and book an appointment on the [UDI web page](#)

---

Bring with you all required documents to the police appointment

---

See the [UDI checklist](#) for documents to be handed in

---

Follow [the UiO guide](#) for how to apply for residence permit

# Non-EU/EEA citizens: Norwegian ID number

- You will register for a Norwegian ID number at the same time as you meet with the police
- The police will notify the Tax Office (Skatt Øst) on your behalf
- The Tax Office will send you a letter with a Norwegian ID number
  - D-number (if staying 1 semester)
  - National identity number (if staying 2 semesters or more)
- Important to inform the police of your address in Oslo and room number
  - Contact SiO housing about registering your postal address

# Non-EU/EEA citizens: Place of appointment



Foto: UiO/Anders Lien

Where to meet Oslo Police District

- Department of Immigration
- Schweigaardsgate 15B
  
- Bus stop: Oslo Bussterminal
- Subway station: Grønland

# Renewal of residence permit

## Progress report

- Non-EU/EEA students must apply for renewal of residence permit before your current permit expires
  - Full-degree students (bachelor and master) staying in Norway for more than one year
  - Exchange students who will extend their stay at UiO
- The application must include a [progress report](#) – statement of your study progress
- You can request a progress report from Knutepunktet

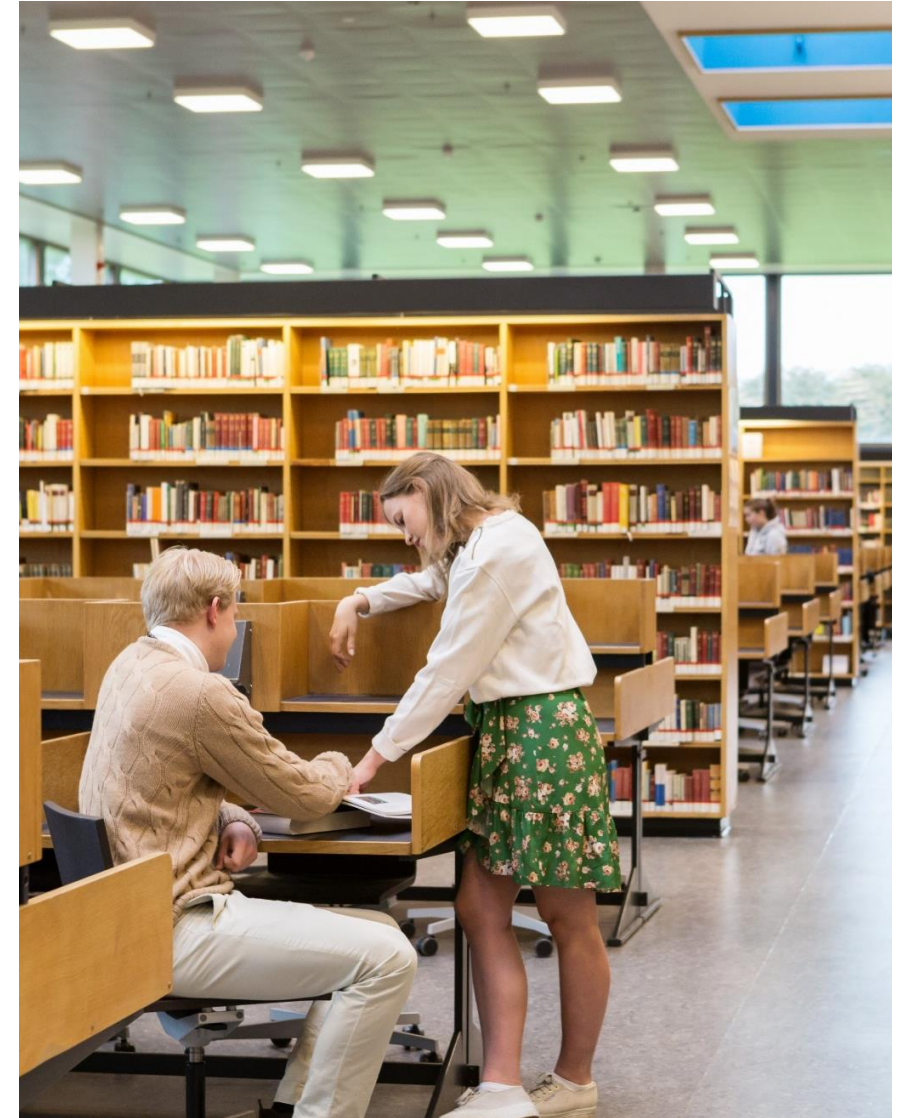


Foto: Jarli&Jordan, UiO



# Health insurance

## EU/EEA citizens

- You must have health insurance from your home country:
  - EU health insurance card or
  - Private health insurance
- Must be valid for the entire study period in Norway

## Non-EU/EEA citizens

- You can become voluntary member of the National Insurance scheme
  - Must submit an application if you are staying 3-12 months
  - Students staying for more than 12 months will be automatically registered
- It can take months to be registered with the National Insurance Scheme
  - We recommend private health insurance while waiting to be registered

# Part-time work as an EU/EEA citizen

- No restrictions on the amount of work while studying
- You can start to work before the appointment with the police
- If offered a job, you must register with the tax office



Foto: Jarli&Jordan, UiO

# Work permit for non-EU/EEA citizens

- The part-time work permit as a student only allows you to be an employee
  - You are therefore not allowed to set up your own business (sole proprietorship - enkeltmannsforetak) while you are on a student permit
- If offered a job, you must register with the tax office

## Work permit and UDI



You can work up to 20 hours per week



You can work full-time during ordinary the holidays



The part-time work permit has the same duration as the study permit



You can start to work after you have received your residence permit

# Work and tax in Norway

Tax Office – Skatt Øst

- You can apply for a tax card when you have a work contract
- [Book an appointment with the Tax Office](#) (Skatt Øst) to order a tax card
- Contact information:
  - Address: Schweigaards gate 17
  - Telephone: 800 80 000
  - [Call or chat with the tax office](#)

**Bring with you to the appointment**

Passport or National ID card

Residence permit card (if applicable)

Work contract

Housing contract



# Orientation meeting about part-time work

Knutepunktet invites you to an orientation meeting for international students about part-time work in Norway.

Time and place: Sep. 12, 2024 2:15 PM – 3:15 PM, [Auditorium 1, Geologibygningen](#)

[Add to calendar](#)



Foto: Jarli&Jordan/UiO

# Opening a bank account

Staying for 1 semester (less than 6 months)

- Most likely not an option without the Norwegian ID number
- If you receive a D-number:
- Visit the bank of your choice and ask for the service to open a bank account

Staying for 2 semesters or more

- After you have received your National identity number:
- Visit the bank of your choice
- Processing time can be several weeks

# SiO health services

- Doctor
- Dentist
- Psychologist
- Counselling – someone to talk to
- Telephone: 22 85 33 00

## **For urgent medical matters**

- Emergency number: 113
- Oslo emergency ward (Legevakten): 116117



Foto: UiO/Anders Lien

# SiOs services

- Housing

- For questions about moving in and out
- Change of housing, access cards
- Everyday life in student housing
- Postal services, insurance

- Sports (SiO Athletica)

- 6 locations in Oslo
- Swimmingpool, group training, tennis, squash, gym area, bouldering, multipurpose hall
- Student prices

- Associations

- Student societies, academic, cultural, music, political, international societies etc.

- Food and beverage

- Canteens, coffeeshops, student deals

- Events

- Kindergarten



# Speak up about the learning environment



# Speak up!

- If you experience anything unethical, illegal or dangerous
- If you have any complaints
- If you want to report defects concerning UiO's buildings or outdoor areas
- If you would like to give credit to someone
  
- Tell your student representative
- Contact your faculty or
- Use our online form to speak up

# The Ombud for Students

- The ombudsperson for students is an independent, neutral, human resources contact
- Free legal advice and counseling
- Provide assistance to find possible solutions to challenges related to your everyday studies
- The Ombud for students is bound by confidentiality



Foto: UiO/Anders Lien

# Contact points at UiO

## Faculty information centres

- Special needs services
- Courses and course registration
- Exams
- Learning agreements
- Certificates

## Knutepunktet – International Student Reception

- Residence permit
- Police registrations
- Events
- Non-academic questions

# Next



Living in Oslo



Start of studies activities



Events by Knutepunktet