



How to apply for a residence permit at the Service Centre for Foreign Workers in Oslo – EU/EEA nationals

The Service Centre for Foreign Workers in Oslo (SUA Oslo) is currently running at reduced capacity and with electronic submission of applications. This guide will explain how you can apply for an EEA registration under the current situation. Applicants who wish to apply for a residence card as a family member of an EU/EEA national and applicants who wish to apply for permanent right of residence can follow the same procedure.

In order to get registered, the applicant must do the following.

1. The applicant must fill out the form for EEA registration in the UDI Application Portal. Make sure you choose Service Centre for Foreign Workers in Oslo as the place to submit your registration.
2. Upon completing the UDI form, **do not book an appointment yet.**
3. The applicant must fill out the attached form "Registration for EU/EEA nationals" and send it to SUA Oslo at oslo.fuf.sua@politiet.no.
4. SUA Oslo will start the registration process. When the process is started, the applicant will receive a confirmation from SUA Oslo, prompting him or her to upload all necessary documents through the UDI website. Please see the attached "Guide to uploading documents" for guidance. Make sure you upload all necessary documents, and a copy of your passport ID page or both sides of your national ID card. A list of all necessary documents for EEA registration can be found at <https://www.udi.no/ord-og-begreper/sjekklister-som-forklarer-hvilke-dokumenter-du-ma-levere-med-soknaden/#link-5412>
5. After uploading all documents, the applicant can book an appointment through the Application Portal. Please allow **at least two weeks** between the day you upload all necessary documents and the day you choose for your appointment, to ensure that all documents are received in time.
6. New appointments are being made available regularly. If you can't find an available appointment, please check back into the Application portal a little bit later. **Do not contact the Police or UDI regarding this issue, please be patient.**

7. The applicant will receive a confirmation of the appointment from SUA Oslo or UDI. This confirmation must be shown to gain access to the building.
8. When meeting for the appointment, SUA Oslo will carry out an ID check and issue the registration certificate. The applicant must bring his or her **passport or national ID-card, original family relation documents with apostille or legalization and originals of all uploaded documents.**

If you are working in Norway, but have been laid off either permanently or temporarily, please upload and bring documentation from your employer or NAV.

SUA Oslo will not issue registration certificates if the applicant has not uploaded documents yet. It is imperative that the applicant allows for sufficient time between uploading documents and their appointment. **Applicants who show up trying to submit documents in person, without having uploaded documents, or without having been registered at all following the steps above, will be rejected.** The applicant will be asked to show the receipt from UDI confirming that they have uploaded documents.

The Immigration authorities may revoke the registration certificate in accordance with the Immigration Act section 120 second paragraph, cf. the first and third paragraph when:

- there are grounds for expulsion or deportation
- he or she has provided incorrect information or concealed matters of material importance, or
- Registration is considered invalid for other reasons.

Other reasons include when the registration is due to an error on the part of the immigration authorities, or where the person him-/herself has not provided correct information.

INFORMATION CONCERNING NORWEGIAN ID NUMBER: You must bring the following documents in order to apply for the personal identification number on the same day:

- Notification of move to Norway. The form **must be completed before arrival:** <https://www.skatteetaten.no/globalassets/skjema/alltid/rf-1401e.pdf>
- House purchase contract or tenancy agreement valid for at least 6 months
- Employment contract valid for 6 months or more
- If you are hired by a staffing agency, confirmation of assignment lasting at least 6 months
- If you run your own business, you must also bring proof that your business is operational

- If you are not able to document your employment, you can bring other documentation showing that you will stay in Norway for 6 months or more
- For family members: The above mentioned documentation must be provided as it pertains to the **reference person**, as well as documentation of the family relation

The Police will not be able to answer other questions related to Norwegian ID-number. For further information, please contact the Norwegian Tax Administration and the National Registry:

<https://www.skatteetaten.no/en/contact/>