

Guide to the priority form

1. Personal details

Applicants with a Danish CPR number (Civil registration number)

If you have a Danish CPR number, please fill it in carefully.

Applicants without a Danish CPR number

If you do not have a Danish CPR number, then you must write your date, month and year of birth, in that order, in the six spaces before the dash. In the first three spaces after the dash write the first two letters of your first given name followed by the first letter of your family name. In the last space you must indicate your gender as 1 for male and 2 for female. A person called Claes Anders Fredrik Moen, born on 31 August 1975, who is a man, should write: 310875-CLM1

Address

If your address is outside Denmark, please remember to write in the country code ([Link](#)) for the country where you live.

2. Citizenship

You must tick the box to show whether you are a Danish citizen or not. If you tick the box for “Other”, you must write in the country code ([Link](#)) and the name of your country. Please remember to attach documentation.

Residence permit

If you already have a Danish residence permit, you must attach documentation.

3. Qualifications for admission

If your application is based on qualifications other than a Danish qualifying examination, please tick here.

4. Master's degree

Please tick here if you already have a Master's degree (Post-graduate, second cycle higher education degree). If you have a Master's degree, you may only be admitted to a new course of higher secondary education if there is a vacant place (the so-called Master's degree rule).

5. Priority list

The priority list is used to indicate the priority in which you wish to be admitted to the courses of education applied for. Please fill in section 5 by stating in the desired order the number and name of the admission area and the name of each educational institute. The numbers of the admission areas are given in the coloured box in the Course Overview (Uddannelsesoversigten). Write the numbers in the spaces marked in a black box on the priority form. Each admission area number may only be written **once** on the priority form. You may apply for one to eight admission areas – but out of these not more than 3 primary school teacher training courses and not more than 3 educationist training courses. You only need to send in one priority form, even if you are applying both on 15 March and on 1 July. The priority form should be sent together with the application form to the educational institution you prefer most strongly, i.e., the highest on your priority form (your first priority). This educational institution will ensure that your priority form is sent to the application secretariat, where admissions will be coordinated.

When you are filling in the individual admission forms, note that you must also state your order of priority on each of them, exactly as on the priority form. The small priority lists and the main priority form must be identical. Remember to send an application to each of the institutions on the priority list.

Signature

The application form must be signed and dated by the applicant in person.