

Instruction for statement of occupation - Self-employed applicants

Please read the instructions below on how to fill in the form on pages 2 and 3 prior to filling it out.

This enclosure must be filled out if you are applying for admission to a Master's degree programme for working professionals and are self-employed with your own established company. The enclosure must be filled out by the applicant and submitted along with the application. Missing statement of employment will mean that you cannot be admitted to the programme.

The following must be filled out:

- Title of the desired Master's degree programme for working professionals
- Information, including contact information, for the applicant and the company
- Valid CVR number for the company
- A description of the company's area of business and primary field of work
The purpose of this description is to allow SDU to evaluate whether the activities of the company can be deemed relevant to the academic content of the programme.
- Average number of weekly working hours spent on activities related to the company
- Your signature to confirm the accuracy of the information given, as well as the fact that your company has a revenue and activities that generate earnings.

An additional requirement for self-employed applicants with an established company is that they must prove to have a revenue and activities that generate earnings. Please note, that this requires additional documentation.

If you are not able to prove that you meet the requirements for relevant employment by the time of application, you cannot be admitted to the Master's degree programme for working professionals.

Please note that SDU must be able to obtain proof of the provided information.

Twice a year, the university will obtain proof of the validity of the information.

NB – this document must be saved on your computer before you can fill it out

Statement of occupation for Master's degree programmes for working professionals – Self-employed applicants

Title of the Master's degree programme	
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Confirmation of employment

It is hereby confirmed that the applicant is self-employed with the company stated below:

Applicant	
Job title	
CPR number	
Full name	
Address	
Postal code and city	
Country	
Telephone no.	
Email address	
Company	
CVR number*	
Name	
Address	
Postal code and city	
Country	
Telephone no.	
Email address	
<i>* If you are employed in a foreign company, you must document that the company is officially registered. You can do this either by stating the company's registration number in your home country (corresponding to a CVR number in Denmark), or by submitting other formal documentation that the company is officially registered.</i>	

Information about area of business for your company	
Estimated average number of hours per week spent on activities associated with the company	
How will you organize your work and study time? <i>If your company is registered abroad, you must include a description of how you will perform your work tasks while you participate in the programme onsite in Denmark.</i>	
The company's area of business and area of work <i>Please list your occupational tasks and describe what they entail (please be specific).</i>	
Correlation between occupation and Master's degree programme <i>Please describe how your occupational tasks are relevant to the programme and vice versa.</i>	

By signing this document, you confirm

- That you are the owner of the company described above
- That your company has a revenue and activities that generate earnings
- That the information given above about the company and possible is correct.

Date:

Signature