



New in Aalborg

- your guide to working and living in Aalborg



AALBORG
KOMMUNE.DK



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Welcome to Aalborg

As a new resident in Aalborg there can be a number of practical areas where it can be a little difficult to find your way around the rules, laws and standard practices etc.

The Municipality of Aalborg has therefore gathered together some useful information in this folder which we hope will be of use to you and your family.

Where can you find relevant information about the area you are now going to be living in?

Apart from providing you with general nationwide information we would also like to help you to find things, that you are looking for in your area. In this respect, we would like to refer you to the municipality's website, which contains a great deal of very useful information.

www.aalborgkommune.dk

Welcome to Aalborg!

Aalborg Kommune

Aalborg Residents' Service Centre

Rantzausgade 6
9000 Aalborg
Tel. 9931 1801
www.aalborgkommune.dk



Residents' Service Centre

The Residents' Service Centre covers a wide range of areas and will be able to help you find the service you require.

Among the services available are:

- Issue of National Registration No. and Health Card
- Registration of address - relocation (not an accommodation agency)
- Selection of doctor
- Guidance concerning ordinary tax matters such as changing your tax details etc.

Further information is accessible at www.borger.dk where you can find answers in 5 languages to a wide range of questions.

Utilities

The supply of heating and water is undertaken by the utility companies of the Municipality of Aalborg who also deal with waste.

For further information please go to the Utility Companies' own website under 'Self-service' or 'Contact'.

www.forsyning.dk



Relocation — EU nationals

As an EU national it is your duty to make sure that you are registered in Denmark, if you intend to stay in this country for more than 6 months. You can be registered if you are here for more than 3 months.

To be registered at the National Registration Office (Folkeregistret) and thereby qualify for National Health Insurance you must have a Residence Permit which is valid for more than 3 months.

Applications for Residence Permits can be made to the Danish Embassy in your home country

Applications made in Denmark should be made to the Public Administration (Statsforvaltningen). In our area you should contact:

Statsforvaltningen Nordjylland
Slotspladsen 1
9000 Aalborg
Tel.: 7256 8700

Relocation - others

Other foreign nationals are required to be registered when they intend to be in Denmark for more than 3 months.

To be registered at the National Registration Office (Folkeregistret) and thereby qualify for National Health Insurance you must have a Residence Permit which is valid for more than 3 months.

Applications for Residence Permits can be made to the Danish Embassy in your home country

Applications in Denmark should be made to the Police. In our area you should contact:

Nordjyllands Politi
Jyllandsgade 27
9100 Aalborg
Tel.: 9630 1448



Temporary employment

All foreign nationals who are temporarily employed in Denmark can request a PAYE tax number from the Danish Taxation Authority (you are still required to be registered at the National Registration Office). Foreign nationals who work in Denmark and are awaiting their Residence Permit can also request a PAYE tax number from the Danish Taxation Authority. In our area you should contact:

Skattecenter Aalborg

Skibsbyggerivej 5
9000 Aalborg
Tel.: 7256 8700.

EU nationals who are working temporarily in Denmark are also covered by Health Insurance.

A Health Insurance Card can be obtained at the Families and Employment Office (Familie- og Beskæftigelsesforvaltningen) which is to be found at Kennedy Arkaden i Aalborg, or at regional offices.

Taxation

You are required to contact the Danish Tax Authority before you receive your first wage/salary. In our area you should contact:

Skattecenter Aalborg

Skibsbyggerivej 5
9000 Aalborg
Tel.: 7256 8700

National Registration

When you have received your Residence Permit you must be registered at the National Registration Office (Folkeregistret), you must also be registered for health insurance, and be issued with a National Registration Number (CPR nummer). You can also select a doctor at this time. In our area you should contact:

BorgerServiceCenter

Rantzausgade 6
9000 Aalborg
Tel.: 9931 3131



Drivers licence

If you come from a country within the EU, you do not need to change your licence.

If you come from a country outside the EU, and you are intending to live here permanently, you must exchange your licence within 14 days at:

BorgerServiceCenter

Rantzausgade 6
9000 Aalborg
Tel.: 9931 3131

Childcare

The Municipality of Aalborg can offer a wide choice of child care—please visit www.pladsanvisningen-online.dk or contact:

Familie- og Beskæftigelsesforvaltningen

Sønderbro 12
9000 Aalborg
Tel.: 9931 3232



The International School

The International School is for children from 5 to 16 years old. All teaching is in English. For more information please go to www.aais.dk

Skipper Clement School

International Department
Gammel Kærvej 28-30
9000 Aalborg
Tel.: 9812 1188

After-school activities

There is a wide range of after-school activities for children and young people in the Municipality of Aalborg. Visit our website or contact:

Skoleforvaltningen

Godthåbsgade 8
9400 Nørresundby
Tel.: 9931 4000



Children in school

On arrival in the Municipality of Aalborg, parents should contact their district school. If you are in any doubt as to which district school relates to your area please contact:

Aalborg Kommune

Skoleforvaltningen
Godthåbsgade 8
9400 Nørresundby
Tel.: 9931 4091

Other useful links:

- www.nyidanmark.dk (16 languages)
- www.newindenmark.dk
- www.borger.dk (6 languages)

For the Municipality of Aalborg's telephone and opening times please visit: www.aalborgkommune.dk



International Upper Secondary Education

Hasseris Gymnasium & IB School is one of approximately 1600 schools around the world which offer an English-based Upper Secondary Leaving Examination called the International Baccalaureate (IB). Students are normally admitted into the school's pre-IB class and, through this, qualify themselves to take the International Baccalaureate course of study. It is also possible to apply for admission after having completed the first year at a Danish gymnasium or the equivalent from an international school. There are written examinations in English, in all subjects. These are evaluated by an international team of censors.

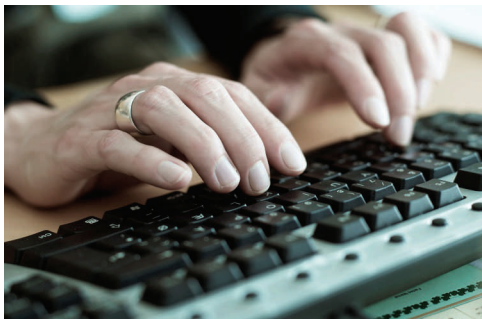
Hasseris Gymnasium & IB School

Hasserisvej 300
9100 Aalborg
Tel.: 9632 7117

www.hasseris-gym.dk

Jobcenter Aalborg

Vestre Havnepromenade 15
9000 Aalborg
Tel.: 9931 9000
www.aalborgkommune.dk



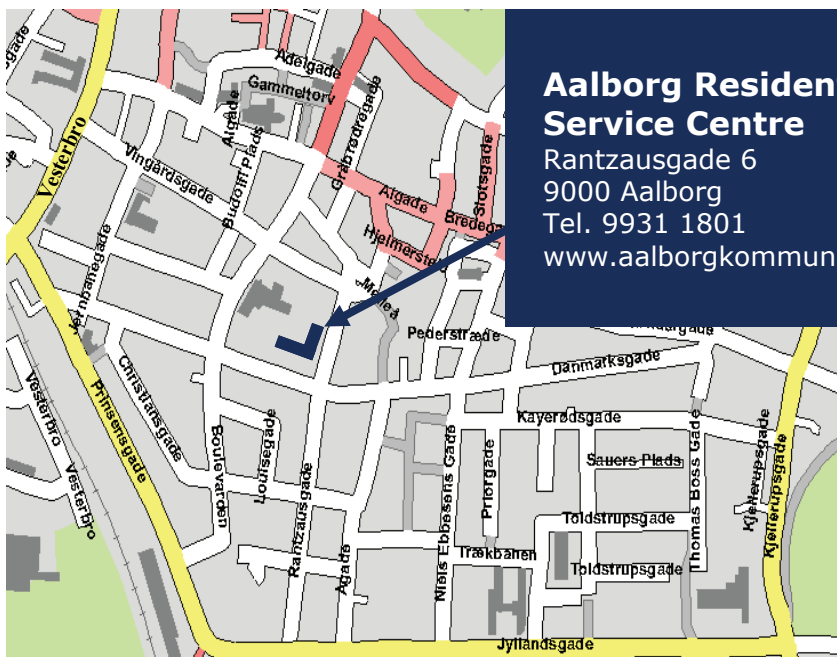
Jobcenter Aalborg

The aim of the Jobcentre is to help job seekers to find the right job, for example via www.jobnet.dk – but also to provide information about qualifications, courses and possibilities for financial support.

The Jobcentre helps people to find jobs in Denmark. Jobbutikken (“The Jobshop”) can for example provide general information about regulations and working conditions in relation to the Danish job market. This can be relevant for married couples for example or other family members. Help is available from English-speaking staff and there are also possibilities for help in other foreign languages.

- Guidance and courses lasting up to 6 weeks designed to obtain further qualifications are available for self-supporting people who want to be better qualified for the job market.
- Information about the regulations governing wage subsidies etc.
- Help with applications.

Further information about jobs for foreign nationals can be found at: www.workimport.dk Short information in English, German, Swedish and Polish.



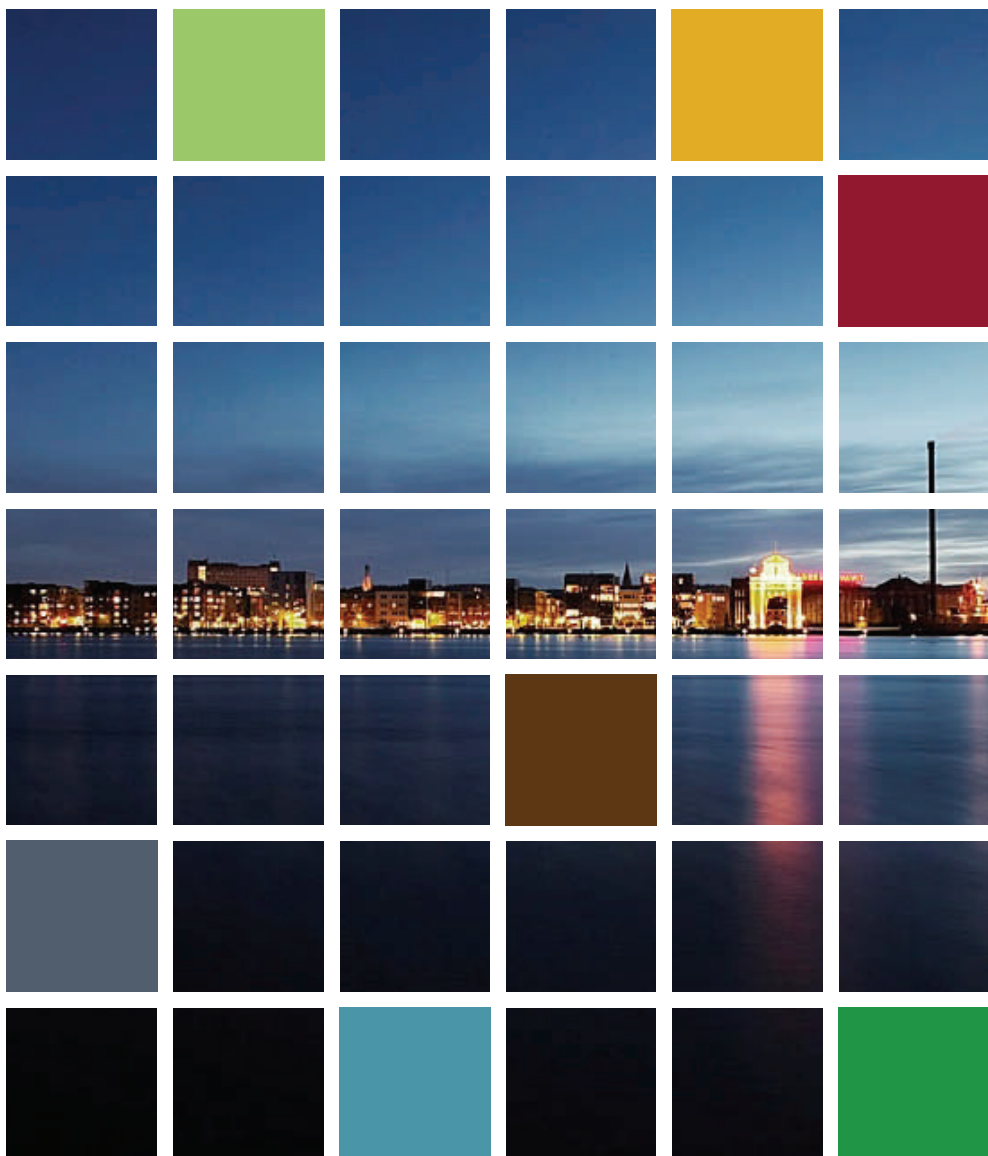
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www.aalborgkommune.dk



Jobcenter Aalborg

Vestre Havnepromenade 15
9000 Aalborg
Tel.: 9931 9000
www.aalborgkommune.dk



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