



## Parental leave form 1b –MOTHER

### Transference of leave

#### 1. Employee details

Name	
Date of birth	
AU ID	
Phone no. (private)	
Email (private)	

#### 2. Information about the birth

<i>Please confirm estimated date of delivery.</i>
The estimated date of delivery is: _____ (DD-MM-YYYY)

#### 3. Transfer of leave to the father/non-birth mother (week 3-10 after the birth)

<i>You must be absent the first two weeks after childbirth (earmarked), but from week 3 up to and including week 10 after childbirth, you can choose to transfer up to eight weeks to the father/non-birth mother if you resume work full-time or if you want to bring forward your leave that is normally held from week 11. The leave transferred to the father/non-birth mother is <u>unpaid</u>.</i>	
<i>The leave must be transferred via <a href="http://Borger.dk">Borger.dk</a>. If you have any questions please contact Udbetaling Danmark.</i>	
<input type="checkbox"/> I will be transferring the following weeks to the father/non-birth mother and at the same time bring forward my leave from week 11 after childbirth.	Number of weeks _____
<input type="checkbox"/> I will resume work full-time after _____ weeks of leave and therefore wish to transfer the following weeks to the father/non-birth mother.	Number of weeks _____

#### 4. Requirements

<i>As a general rule, the right to salary in accordance with the Danish State's Agreement on Maternity, Paternity, Adoption and Parental Leave (the parental leave agreement) is conditional on Aarhus University being able to obtain a full daily benefit refund.</i>
<i>In connection with Aarhus University's application for a refund of your daily benefit, you will receive a notification from Udbetaling Danmark (the Public Benefits Administration) in e-Boks. We kindly ask that you fill out the necessary notification paperwork, because the amount of the daily benefit you receive will not be refunded to the university if you fail to do so.</i>
<input type="checkbox"/> I hereby confirm – solemnly and sincerely – that I meet the employment requirement of the <i>Act on Entitlement to Leave and Benefits in the Event of Childbirth</i> .
<input type="checkbox"/> I do not meet the employment requirement of the <i>Act on Entitlement to Leave and Benefits in the Event of Childbirth</i> .

**Deadline:** 4 weeks before the estimated date of delivery.

**Contact in the PhD administration:** Bettina H. Acthon ([acthon@au.dk](mailto:acthon@au.dk))

**Rules and regulations:** <https://medarbejdere.au.dk/en/administration/hr/parentalleave>