# Parental leave when the other parent is not covered by Danish social security legislation

**Form 2 – FATHER/NON-BIRTH MOTHER**  
**Parental leave**

## 1. Personal information

<table>
<thead>
<tr>
<th>Name</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Civil reg. no.</td>
<td></td>
</tr>
<tr>
<td>Private address</td>
<td></td>
</tr>
<tr>
<td>Place of employment</td>
<td></td>
</tr>
<tr>
<td>Telephone no.</td>
<td>Work: Private:</td>
</tr>
<tr>
<td>Email</td>
<td>Work: Private:</td>
</tr>
</tbody>
</table>

## 2. Actual date of birth

<table>
<thead>
<tr>
<th>The child is born on</th>
<th>Date:</th>
</tr>
</thead>
</table>

## 3. Parental leave (from week 15 onwards)

*Foreign nationals living and working in Denmark are covered by the Danish social security legislation. If the other parent is not covered by the Danish social security legislation the parental leave will vary depending on whether the parents are living together and whether the child is living with the parents.*

### A. I am NOT living with the other parent (the child’s mother)

**The child is living with me full-time**  
*You are entitled to 32 weeks of parental leave.*

<table>
<thead>
<tr>
<th>I will take ____ weeks of leave <strong>with pay</strong> – no more than 7 weeks</th>
<th>Period: ___________ - ___________</th>
</tr>
</thead>
<tbody>
<tr>
<td>I will take ____ of the shared weeks of leave <strong>with pay</strong></td>
<td>Period: ___________ - ___________</td>
</tr>
<tr>
<td>I will take ____ weeks of leave <strong>with daily benefits</strong></td>
<td>Period: ___________ - ___________</td>
</tr>
</tbody>
</table>

**The child is NOT living with me**  
*You are entitled to 16 weeks of parental leave if the leave is spent together with the child.*

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<tr>
<td>I will take ____ weeks of leave <strong>with daily benefits</strong></td>
<td>Period: ___________ - ___________</td>
</tr>
</tbody>
</table>

### B. I am living with the other parent (the child’s mother) and the child

*You are entitled to 16 weeks of parental leave.*

<table>
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</tr>
<tr>
<td>I will take ____ weeks of leave <strong>with daily benefits</strong></td>
<td>Period: ___________ - ___________</td>
</tr>
</tbody>
</table>
If you can prove that between the 14th and 46th weeks after the child’s birth the other parent receives a public benefit during the parental leave for a period shorter than 16 weeks you are entitled to up to 32 weeks of parental leave. However, the parent’s total parental leave with public benefits cannot exceed 32 weeks.

I will take _____ weeks of leave with pay – no more than 7 weeks

Period: ____________________ - ____________________

I will take _____ of the shared weeks of leave with pay

Period: ____________________ - ____________________

I will take _____ weeks of leave with daily benefits

Period: ____________________ - ____________________

3.1 Partial resumption of work (subject to agreement with the department head/deputy director)

I wish to resume work partially with an extension of the leave for _____ weeks. Of these weeks, _____ should be with pay.

I wish to resume work partially without an extension of the leave for _____ weeks. Of these weeks, _____ should be with pay.

Hours per week _____ prior to partial resumption of work

Hours per week _____ during partial resumption of work

Period: ____________________ - ____________________

3.2 Deferred leave in accordance with law

I wish to use my right to defer (between 8 and 13 weeks) _____ weeks of my parental leave.

Of these weeks, _____ should be with pay.

NB! Please note that you are only entitled to pay during your deferred leave if you remain employed at Aarhus University.

3.3 Deferred leave in accordance with agreement

I wish to enter into an agreement to defer _____ of my weeks of parental leave.

Of these weeks, _____ should be with pay.

NB! Please note that you are only entitled to pay during your deferred leave if you remain employed at Aarhus University.

You should also bear in mind that you are only entitled to take your agreed deferred leave while you are still employed at Aarhus University. If you change employer, you are not entitled to take the leave.

4. Childcare days

I will take _____ childcare days in extension of a period of leave.

Period: ____________________ - ____________________

5. Holiday

Any holiday from the holiday year that you have been prevented from taking due to a holiday obstacle must be taken by no later than 31 December in the holiday period. Please indicate here when you would like to take these days of holiday.

Period: ____________________ - ____________________

Holiday rules:
6. Signatures

I hereby confirm – solemnly and sincerely – that I meet the employment requirement of the Act on Entitlement to Leave and Benefits in the Event of Childbirth *), which means that the university is entitled to a daily benefit refund during my paid leave.

*) You must be employed either on the day before absence or on the first day of absence and for at least 160 hours within the last four completed calendar months prior to the period of absence, and for at least three of these months you must have been employed at least 40 hours every month. The employment requirement can be met by other means – see section 27 of the Act on Entitlement to Leave and Benefits in the Event of Childbirth (Barselsloven).

Staff member

Date Signature

6.1 Signature (must be signed if item 3.1, 3.3 and/or 5 is completed)

Department head/deputy director

Date Signature