

## Application for extension of the PhD programme/PhD fellowship due to childbirth/adoption – Parental leave form 2 (after childbirth)

*PhD students on part A (4+4 scheme) of the PhD programme*

The form is used by PhD students to inform the graduate school about the actual date of childbirth/date of arrival of the adopted child as well as absence in connection with the childbirth and an application for an extension of the PhD programme/SU PhD Scholarship.

The completed form must be submitted to the PhD administration no later than 6 weeks after the childbirth/adoption.

### 1. Identification information

Name	
Programme/department	
Private telephone no.	
Private email address	

### 2. Information about childbirth

Date of childbirth	
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In connection with childbirth/adoption, a SU PhD scholar is entitled to leave for up to nine months within a period of up to 12 months after birth/adoption.

The mother is entitled to leave two months before the expected date of birth. The leave taken before the child is born will be deducted from the nine months of leave.

Single parents may apply for leave for up to 12 months, cf. Rules and regulations below.

### 3. Transferring leave

#### The other parent is a SU PhD scholar on part A

A parent may transfer up to three months of leave to the other parent if both parents are SU PhD scholars on part A.

Is the other parent a SU PhD scholar on part A?    ☐ Yes    ☐ No

If yes: State the number of months the other parent has transferred to you (up to three months). Number of months: \_\_\_\_\_

State the number of months you have transferred to the other parent (up to three months). Number of months: \_\_\_\_\_

#### The other parent is employed

As a student, you have the right to transfer maternity/paternity benefit to the other parent who fulfils the conditions for maternity/paternity benefit, even if you do not meet the requirement and thus cannot take leave of absence with maternity/paternity benefit. Use Udbetaling Danmark's digital self-service system to transfer the weeks.

- The father/non-birth mother may transfer up to 22 weeks of paternity benefit if the mother is employed.
- The mother may transfer up to 14 weeks of maternity benefit if the father/non-birth mother is employed.

Is the other parent employed?    ☐ Yes    ☐ No

If yes, state the number of weeks you have transferred to the other parent. Number of weeks: \_\_\_\_\_

### 4. Leave and extension

Absence and extension	Are you a single parent? <input type="checkbox"/> Yes <input type="checkbox"/> No
<b>Absence:</b>	Period of parental leave: _____ Number of months: _____
<b>Extension applied for:</b>	Number of months: _____

### 5. Signature

PhD student	
	<div style="display: flex; justify-content: space-between;"> <div>Date</div> <div>Signature</div> </div>

If you have any questions, please contact the PhD administration at the graduate school (Bettina H. Acthon, [acthon@au.dk](mailto:acthon@au.dk)). Please inform the school of the leave (principal supervisor, head of department and PhD program director).

**Rules and regulations:**

- Ministerial Order on the Danish Act on the Education Grant and Loan Scheme in Denmark no. 1037 of 30 August 2017 (SU Act): Part II, Financial assistance for the PhD programme before the Master's degree is obtained
  - Addendum: "Lov om ændring af SU-loven og lov om statens voksenuddannelsesstøtte" no. 2400 of 14 December 2021 (item 15)
- Ministerial Order no. 653 of 31 July 1999 on PhD grants under the State Educational Grant and Loan Scheme – Sections 3-4
  - Addendum: "Bekendtgørelse om ændring af bekendtgørelse om SU-ph.d.-stipendium" no. 839 of 9.6.2022 (item. 1-3)
- Parental act "Bekendtgørelse af lov om ret til orlov og dagpenge ved barsel" no. 1391 of 30.9.2022 (Section 21, 2)