Notification on expected birth and maternity/paternity leave APPLICATION FORM 1 (before birth)

for PhD students enrolled in Part A (4+4) only

This form must be completed by PhD students for notification of expected date of childbirth/adoption (and absence from work related hereto) to the relevant department/school and the Aarhus BSS Graduate School.

The completed form must be submitted to the relevant department or school no later than three months before expected date of birth/adoption. The department or school will forward the form to the PhD administration of the Aarhus BSS Graduate School.

No later than three (3) weeks after birth, the Aarhus BSS Graduate School must be informed of the actual date of birth and the actual date of (maternity/paternity) leave. (For this purpose, please complete "APPLICATION FORM 2 – Application for extension of enrolment period and grant because of childbirth/adoption").

1. Personal data	
Name	
Danish social security number (CPR) or student identification number	
Department/school	
Private address	
Private phone number	
Private e-mail address	
Date for termination of enrolment in Part A	
2. Birth data	,
Expected date of birth	
3. Leave of absence	
Mother (maternity leave)	The mother is eligible to receive up to 12 extra monthly installments in connection with birth/adoption.
Father (paternity leave)	The father is eligible to receive up to 6 extra monthly installments in connection with birth/adoption.
Expected leave of absence	From:_Until:(date/month/year) (date/month/year)
4. Signatures	
PhD student	
	Date Signature
Main advisor	
	Date Signature
Head of department/school	
	Date Signature

Questions may be directed to the PhD administration of the Aarhus BSS Graduate School.

Legal basis:

Executive Order no. 39 of 21 January 2014 on Danish State Education support (Danish State Education Grant and Loan Scheme Act) – section II, Educational support of PhD degree programme before achievement of Master's degree (in Danish only).