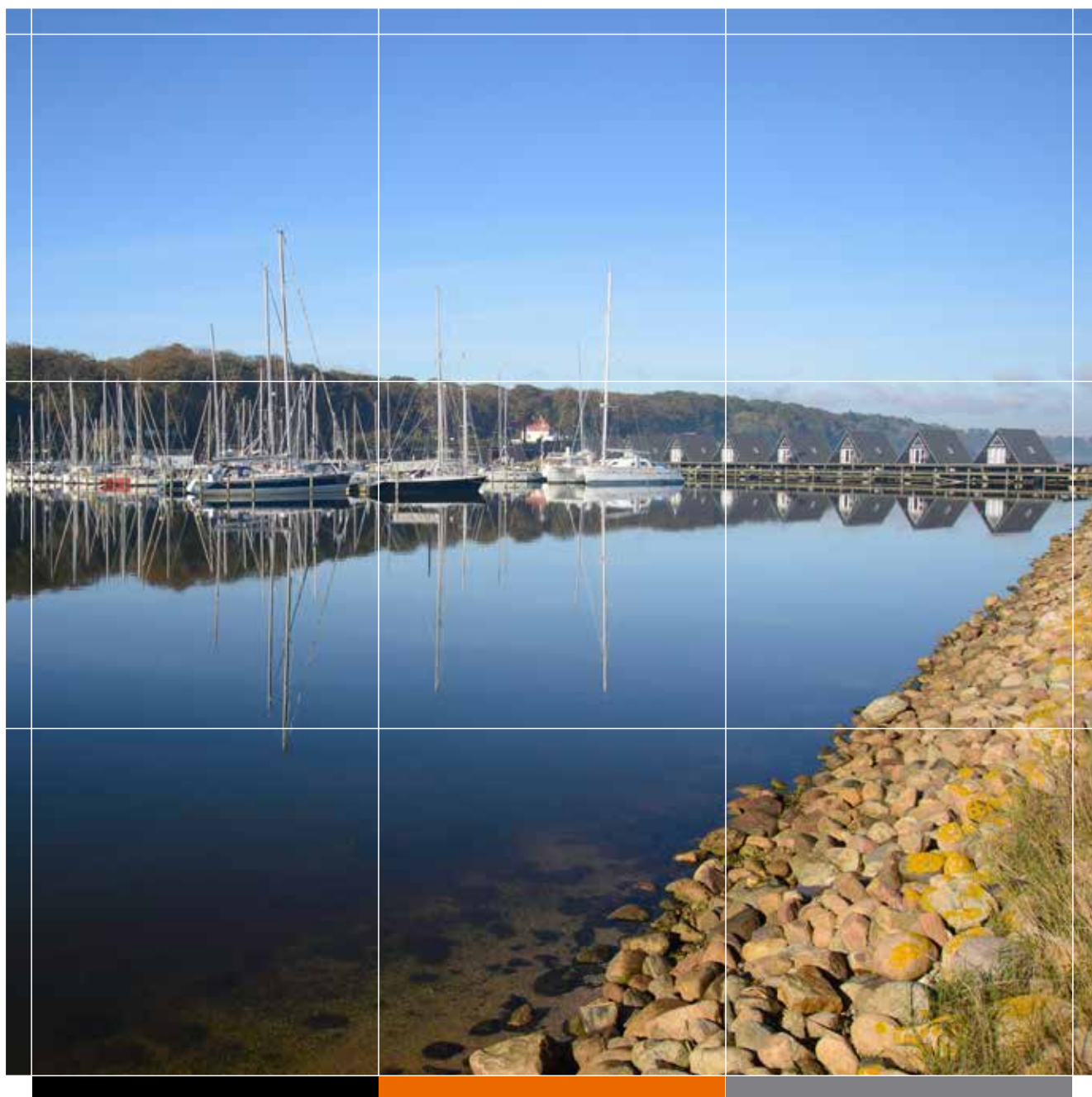




SKIVEKOMMUNE



Information for International Citizens

- practical information about life in the Skive Region

Registration of Entry	3
International Citizen Service.....	3
Citizen Service Centre in the Municipality of Skive	3
Digital Post	4
Digital Hotline.....	5
Tax in Denmark	5
Car and Driving License	6
Healthcare	6
Health Insurance Card	6
General Practitioner (GP)	7
Acute Disease.....	7
Pharmacies	8
Health Check of Children and Vaccines.....	8
Pregnancy and Delivery	9
Dental Care	9
Health Centre	9
Day Care	10
State School.....	10
Danish Lessons.....	11
Job Seeking	11
Housing and Building.....	11
Public Transport.....	13
Cultural and Leisure Offers.....	13
Skive Library	14
Useful links	15

Registration of Entry

To be able to work and settle down in Denmark you must hold a work and residence permit. The permit is issued by the Danish Immigration Authorities. If you are a Nordic citizen, you will not need a work and residence permit.

Read more about the regulations for entry on www.newtodenmark.com

All citizens registered in Denmark must have a personal registration (CPR) number (CPR = Central Person Registration). The CPR gives access to several benefits in the Danish community, such as the Danish health insurance card. Moreover, the personal CPR number serves as identification if you want to open a bank account or take out a mobile subscription. The CPR number will be issued by the municipality of the place in Denmark in which you settle down.

Read more about the Danish CPR number on www.lifeindenmark.dk

International Citizen Service

The Municipality of Skive is a part of the "International Citizen Service" that unifies all relevant authorities for foreign workers in Denmark.

At the International Citizen Service, you can order your CPR number, health insurance card and tax card and get information and guidance on job seeking in Denmark.

In the Region of Central Denmark, the International Citizen Service Centre is situated in Aarhus.

Find information about the address and office hours on www.icitizen.dk

Citizen Service Centre in the Municipality of Skive

You can order your CPR number and health insurance card at the Citizen Service Centre, which is located at the Town Hall of the Municipality of Skive, at Torvegade 10, 7800 Skive. The Town Hall is situated in Skive and is divided into two buildings: The main building at Torvegade, containing the Citizen Service Centre, and The Blue Diamond, which was Denmark's first plus-energy office building.

At the Citizen Service Centre, you can get information and guidance on other offers and services in the municipality.

Office Hours at the Citizen Service Centre:

Monday, Tuesday and Wednesday: 10.00 am – 03.00 pm
Thursday: 10.00 am – 05.00 pm
Friday: 10.00 am – 12.00 noon
Saturday, Sunday and public holidays: Closed

Telephone hours: 9915 5500

Monday-Friday: 10.00 am – 12.00 noon
Saturday, Sunday and public holidays: Closed

Read more about public holidays in Denmark on www.denmark.dk

Digital Post

All citizens over the age of 15 with permanent residence in Denmark holding a CPR number will receive digital post. Digital post is your mail box on the internet. Here you will receive mail from the Municipality of Skive, quickly and securely. All public authorities will send digital post to you unless you are exempted from the service. You can check your digital post whenever you like on www.e-boks.dk or www.lifeindenmark.dk. Use your NemID to log in. When logged in you may also register your contact information, allowing you to receive a text message or a mail when public authorities have sent you digital mail.

NemID is your password on the internet which enables you to watch and give confidential and sensitive information online securely. If you want to use online banking or self-service at public authorities, you must log in with your NemID.

You can obtain NemID in two ways:

1. Personal application to the Citizen Service Centre (see office hours in the previous paragraph)
2. In your bank if you open an online banking agreement

You can read more about digital post on www.lifeindenmark.dk - also in other languages; English, German, Polish, Turkish, Somali, Arabic and Farsi for example.

Digital Hotline

If you need help when using the public self-service offers you can get support from The Digital Hotline. Here you can get help to find information on the website of the Municipality of Skive. You can also get help to use the public self-service offers, which could be how to use/create digital post through the digital self-service to name an example.

You can call The Digital Hotline on 7020 0000 at the following hours:

Monday – Thursday: 08.00 am – 08.00 pm

Friday: 08.00 am – 04.00 pm

Sunday: 04.00 pm – 08.00 pm

Please note you do NOT have to pay a fee to call the Digital Hotline. You only pay the normal call fee to the phone company.

Tax in Denmark

Once you are registered with a personal registration number (CPR) you must hold a tax card. You can get it by contacting SKAT on **7222 2892** and talk to the foreign department.

This goes whether you have an income from Denmark, from foreign countries or both.

SKAT will need the following information to be able to issue the tax card over the phone:

- CPR number
- information on income from Denmark and foreign countries
- information on deductions (for example unemployment fund, trade union, transport, etc.)
- information on purchase of a home in Denmark
- information on foreign property and a possible rental of it
- information on Danish and foreign accounts, stocks and bonds, deposit and pension schemes

Your tax card will be digital, and you can only get it through e-tax system (TastSelv) on **www.skat.dk**

Once employed by a company in Denmark, in addition to the tax card, you must have an Easy Account (NemKonto) with a Danish bank. Your employer will need your CPR number and account number to be able to report amounts to SKAT and transfer your salary to your NemKonto. Read more about this on **www.nemkonto.dk**

Car and Driving License

If you bring along a car on foreign registration plates a fourth night after having moved to Denmark by the latest, you must present the car to SKAT for valuation. After that, a Danish registration tax of the valued price must be paid allowing the car to get Danish registration plates.

Whether you must pay duty and VAT for the car depends on whether you have brought the vehicle from an EU country, or from a country outside the European Union.

If you hold a foreign driving license and want to drive your car in Denmark, you can do so if you are from another EU country. If you are from a non-EU country your license must be changed into a Danish one at the municipal Citizen Service Centre. Read more about the regulations for switching from a foreign to a Danish driving license on **www.skive.dk/fra-udenlandsk-til-dansk-korekort**. Please note that the driving license must be switched within 90 days.

Healthcare

Health Insurance Card

When you have the permit to stay in Denmark from Statsforvaltningen/the State Administration, you must contact Skive Kommune (the Municipality of Skive). You must show up personally at the Municipality to get registered with an address in Skive Kommune/the Municipality of Skive.

Once you receive your CPR number and the yellow health insurance card, you are covered by the Danish health insurance. This includes free treatment by your own doctor and medical specialists.

Furthermore, you can obtain some subsidy for medicine, dental care, physiotherapy, chiropody, chiropractor care and psychological help. The yellow health insurance card is your documentation that you are covered by the health insurance, and therefore you must bring the card when you go to the doctor, to the hospital, the municipal office and the pharmacy. Your yellow health insurance card has your personal data on it, such as name, address and CPR number, and your doctor's address and phone number.

General Practitioner (GP)

When you apply for registration in the Municipality of Skive, you can choose a GP or clinic that is open to new patients freely. If you wish to change to another GP or clinic later, you are free to do so if the clinic or GP is open to new patients. However, there will be a fee of DKK 200 (2019) for the costs for issuing a new health insurance card.

You can find a list of GPs on www.sundhed.dk/borger/guides/find-behandler/, You can also read more about the individual clinic's contact information, instructions for making appointments, geographical location, etc.

When you need to go see the doctor, you must first make an appointment. Most GPs offer an online appointment service, or you can call the clinic. Please note that there may be certain hours during the day that they are open to calls. You will get an appointment at the doctor's office no more than 5 days after. Often you can get an appointment before that if you feel unwell.

Your GP is your primary contact to the healthcare system, as he/she will refer you on to other parts of the system if needed. He/she is also the one that will give you a prescription for medicine, which you collect at the pharmacy. Your GP may also refer you to a specialist, which could be a dermatologist or a gynecologist for example. The further specialized treatment is also free of charge with the referral from your GP.

Acute Disease

In case of acute disease and small injuries outside your GP's opening hours you can contact the on-call GP in the Central Denmark Region. The phone number is 7011 3131. The on-call GP will answer the phone on weekdays between 4 pm and 8 am, and day and night during weekends and public holidays.

In case of an emergency dial 1-1-2. This is an alarm and must be used only in case of acute, serious disease, accidents and life-threatening situations.

Pharmacies

In Denmark, only pharmacies are allowed to sell medicine by prescription. You will get the prescription after consulting your GP. In Skive Municipality you will find the following pharmacies:

Balling Apoteksfilial

Vestergade 1
7860 Spøttrup
Tel.: 9756 4013

Roslev Apotek

Jernbanegade 17
7870 Roslev
Tel.: 9757 1018

Egeris Apoteksudsalg

Kirke Allé 94
7800 Skive
Tel: 9752 2516

Skive Løve Apotek

Posthustorvet 1A 7800
Skive
Tel: 9752 4166

Skive Løve Apotek City Vest

Holstebrovej 68B
7800 Skive
Tel: 9752 4166

Skive Svane Apotek

Sdr. Boulevard 7
7800 Skive
Tel: 9752 4211

Nørregades Apotek

Nørregade 32 C
7800 Skive
Tel: 3031 3974

Opening hours of the pharmacies in the Municipality of Skive is between 9 am and 6 pm on weekdays, and Saturday between 9 am and 1 pm. You may find the exact opening hours on **www.apotek.dk**.

Furthermore, Skive Løve Apotek is open during even week numbers or Skive Svane Apotek is open during uneven week numbers on Saturdays from 5.30 pm to 6.30 pm, and on Sundays and public holidays from 4 pm to 6 pm.

Non-prescription medication, such as pain-relieving medication, can be sold at the pharmacies but also in several supermarkets.

Health Check of Children and Vaccines

Children between 0 and 7 have the offer of seven preventive health checks at their GP, including three checks before the child turns one. Children are also offered free vaccine against several childhood diseases. You must contact the child's GP to make an appointment for examinations and/or vaccines, and you may also contact the GP for more information about the vaccine program.

Pregnancy and Delivery

During your pregnancy you can have pregnancy consultations with your GP, free of charge. All pregnant women also have the offer of ultrasound scanning – the offer is for one or more. The preventive pregnancy examinations are free of charge and made at your own GP and by the midwife in the hospital or in the local area.

These consultations are to advise you and follow the development of the pregnancy, to ensure that you stay healthy throughout the pregnancy, and that the child will have the best chances to be delivered in a sound and viable condition. You call your GP to make an appointment for the first consultation. Here the doctor will tell you more about the course and the various offers you get when you are pregnant.

Dental Care

In Denmark, dental care and orthodontic treatment is free for children and young people of 0-18 years. The treatment takes place at the local municipal dental care clinic. In Skive the clinic is in the former hospital building at Resenvej 25, on the 5rd floor. You will receive the first notice for dental treatment of your child when the child is 18 months old. Hereafter, the child gets a notice as needed.

When you turn 18, you need to pay for the dental examination and care yourself, however, you receive a subsidy for some of the treatments. The subsidy has been deducted from the bill you receive after your treatment. You are free to choose among dentists who have an agreement with the Danish regions. The price of dental care may vary from dentist to dentist.

If your finances make it impossible for you to afford dental care, you can ask your dentist for an estimate of the cost of the treatment, and afterwards apply for financial support for the treatment. You must hand in the application to the municipal office. You can find the form on the website of the municipality

(<https://www.skive.dk/media/11856/blanket-tandbehandling.pdf>) or you can get it at the Citizen Service Centre.

In case of acute toothache or dental injury outside your dentist's opening hours, you can contact the on-call dentist in the Central Denmark Region at phone number 4051 5162.

Health Centre

Health Centre Skive is in the old hospital building at Resenvej 25, on the 3rd floor. At the Health Centre you can receive guidance and advice about diet, exercise and smoking cessation. You can learn about how to live a healthy and active life for example if you have a disease. The Health Centre Skive is also where you go for rehabilitation after operations or diseases.

You can contact the Health Care Centre at phone number 9915 7300.

Day Care

All children in Denmark will get an offer for daycare. For children aged 0 to 2 years and 11 months Skive Municipality offers a nursery or a family daycare. When the child turns 2 years and 11 months he/she will have the offer to enter one of the municipal daycare centers.

Nurseries, daycare centers and family daycares in the municipality have different opening hours over a span from 6 am to 6 pm. It is optional whether the child must be taken care of full or part time, according to the following hours as a maximum:

Nursery and day care centre

Full time: 48 hours

Part time: 30 hours

Family day care

Full time: 48 hours

Parents are free to choose local areas and offers as to their wish for day care, and the municipality tries to meet the individual wishes as far as possible. The child will be registered for family day care, nursery, and day care center or after-school care/club through a digital assignment of place. Here you can also apply for subsidy for child care and answer yes or no to the offer of a place.

Read more about day care and digital assignment of place on www.skive.dk/borger/boern-unge-og-familier.

State School

The Danish State School includes a 10-year basic school consisting of kindergarten and 1st to 9th class. Furthermore, the state school includes a one-year 10th class as an offer for young people after basic school. Normally, your child starts school in August in the calendar year in which he/she turns 6.

In the Municipality of Skive there is a free choice of school, which means that you as parents may choose which state school your child must attend. There is also a free choice of school across municipal limits. The municipality is divided into school districts, and if you choose the school in the district where you live the municipality will take care of public transport for the child, if between school and home there is more than:

- 2 ½ kilometres in kindergarten and in the 1st to the 3rd class
- 6 kilometres in the 4th to the 6th class
- 7 kilometres in the 7th to the 9th class
- 9 kilometres in the 10th class

When choosing another school than the district school parents will pay the transport expenses, if any. Find the school district where you live on

www.skive.dk/skoledistrikter

Danish Lessons

When you settle in Denmark you have a right to attend Danish lessons which you must start within one and a half to two years and finish within five years. You must honor the following three demands:

- you must be at least 18 years old
- you must have a Danish CPR number
- you must have a residence permit or a permanent legal residence in Denmark

Skive Municipality offers the lessons through the Sprogcenter Skive. They teach Danish based on Danish labor market, social and cultural conditions. Approx. 200 participants from 40 countries attend the Danish lessons in the daytime or in the evening. The language center is part of a job market related effort and works together with the job center of the Municipality of Skive. Some of the lessons take place in companies, where the aim of the teaching is future job opportunities or job retention. The Danish lessons are available at three modular levels – Danish training 1, 2 and 3.

In addition to the Danish lessons there are several other offers for the participants at the Sprogcenter Skive. You may have support for an assessment of your foreign education. The competency assessment is free of charge, if your certificates have been translated by an authorized interpreter.

Read more on **www.sprogcenter-skive.dk** or contact the language center for more information.

Sprogcenter Skive

Hjalmar Kjems Alle 4, 1st
7800 Skive

sprogcenter@skivekommune.dk

Tel.: 9915 3530

Job Seeking

If you are unemployed and seeking for a job you must contact 'Job Centre Skive'. The center offers several services free of charges for unemployed citizens. In Job & Competence's premises at Viborgvej 7, Entrance B, among other things they have computers for job seeking and the opportunity for guidance on job and education. Additionally, there are regular workshops about the preparation of job applications and CV.

You may apply for jobs and read more about the Danish job market on **www.workindenmark.dk**.

If you are learning the Danish language the department called JobStart at the Job Centre works for obtaining a quick integration through labor market association or education. Among others, JobStart cooperates with Sprogcenter Skive and the family department in the municipality on the effort.

Read more on **www.jobcenterskive.dk** or contact the Job Centre for more information.

Job & Competence

Viborgvej 7, Entrance
B Tel.: 9915 7160
aktiv@skivekommune.dk

JobStart – Integration

Torvegade 10
Tel.: 9915 3560
jobcenter@skivekommune.dk

Sick Pay Department

Torvegade 10, Entrance A Tel.:
9915 5734
sygedagpenge@skivekommune.dk

Opening hours

Monday-Wednesday:
08.00 am - 02.00 pm

Thursday:
08.00 am - 04.00 pm

Friday:
08.00 am - 12.00 noon

Telephone

Monday-Wednesday:
08.00 am - 03.00 pm

Thursday:
08.00 am - 04.00 pm

Friday:
08.00 am - 12.00 noon

Opening hours

Monday-Wednesday:
10.00 am - 03.00 pm

Thursday:
10.00 am - 05.00 pm

Friday:
10.00 am - 02.00 pm

Telephone

Monday-Wednesday:
08.00 am - 03.30 pm

Thursday:
08.00 am - 05.00 pm

Friday:
08.00 am - 02.00 pm

Opening hours

Monday-Wednesday:
10.00 am - 03.00 pm

Thursday:
10.00 am - 05.00 pm

Friday:
10.00 am - 02.00 pm

Telephone

Monday-Wednesday:
08.00 am - 03.30 pm

Thursday:
08.00 am - 05.00 pm

Friday:
08.00 am - 02.00 pm

Housing and Building

It may be difficult to navigate around the Danish housing market. On the website **www.findhousingdenmark.com** you can read more about the different housing types in Denmark, and the terms used by the real estate agents and on the property rental pages. You may also find information on what to be aware of when it comes to the different housing contracts.

In connection with moving please remember to report the moving to the local authorities within five days. Please report on **www.lifeindenmark.dk**. And furthermore, please make sure that you have a clear name plate on your mail box, as important letters containing health insurance card for instance could otherwise be lost.

If you want to make changes/new constructions of your private house in most cases you will need a building application. You may apply through the digital self-service 'Byg & Miljø' that supports you during your application process and gives you an overview of your building or environmental application. You can read more about housing and building application in Skive Municipality. You can find a link to Byg og

Miljø on www.skive.dk/borger/byg-og-bo/bolig/byggeansoegning/

Contact to the building project department also by mail tek@skivekommune.dk or phone **9915 5500**.

Public Transport

Midttrafik is responsible for the operation of city busses, local routes and the regional bus traffic in the Region of Central Denmark. In addition, Midttrafik is part of the national Bus and Train Cooperation that, among other things, includes transfer from train to bus on your train ticket. It also includes 'Rejseplanen'. The busses depart from Skive Traffic Terminal at Søndergade in Skive and run all over the municipality. On www.rejseplanen.dk you may search for your travel from your home address to your destination to name an example. That goes for both bus and train connections.

The train service in the Municipality of Skive is performed by both DSB and Arriva. The train runs from Skive Train Station, located by the Traffic Terminal, and is thus closely connected to bus departures. Train tickets can be bought on www.dsb.dk and www.arriva.dk You may also use Rejsekort (travel card) in all trains in Central Jutland and in most busses. The travel card will save you money, if you travel by public transport often. Read more about Rejsekort on www.rejsekort.dk

The nearest airport is Midtjyllands Lufthavn, situated 35 kilometers from Skive. You can read more about the airport and find information on departures on www.midtjyllandslufthavn.dk The airport's address is:

NO Hansens Vej 4
7470 Karup
DENMARK

In Skive Municipality there are two ferry services. The Fur Ferry sails on the route between Branden and the island of Fur. The ferry service between Sundsøre and Hvalpsund takes you to the Municipality of Vesthimmerland. Timetables may be found on www.skive.dk/kollektiv-trafik

Cultural and Leisure Offers

Skive is a vivid and active town and region with plenty of cultural and leisure life.

Here, there are a lot of activities within music and theatre amongst others. One of them is the Children's cultural night, which is held every year in October.

In Skive there is an active leisure life, and, furthermore, sports are in a strong position. You may practice any sport you like including water sports and martial art.

For those interested in history, Nanna and Jeppe Aakjær artist home of Jenle is open to visitors. Moreover, Denmark's best preserved medieval castle of Spøttrup has a great market and knight tournaments every Summer. Skive Museum reopened in 2018 with new exhibitions on Art, History and Culture.

On www.ferievedlimfjorden.dk/danmark/skive you will find descriptions of the many different attractions, museums, and cultural events in the Region. The site is translated into English and German. Here you may also find information on eateries, activities and excursion spots.

Skive Library

Skive Library holds thousands of books, music, films, games and much more for both adults and children. You may be inspired all year round. Furthermore, the library will often hold different events. Moreover, you can experience a lot of exhibitions and other set-ups.

The library has its premises in bright and accommodating surroundings in the center of Skive next to the Town Hall.

Opening hours:

Every day from 7 am to 10 pm

Staffed:

Monday-Friday from 08.30 am to 06.00 pm

Saturday from 10 am to 1 pm

Sunday from October 1 to March 31: from 1 pm to 4 pm

Address:

Skive Library

Østergade 25

7800 Skive

Tel.: 9915 7000

skivebibliotek@skivekommune.dk

You can also borrow materials from the library without making an appearance at the main library. Skive Library has a book bus and a children's book bus, called 'Mobillen', which drive round the entire municipality, giving the citizens an opportunity to borrow and hand in library materials close to their homes. See the timetable of the book bus on www.skivebibliotek.dk/aabningstider_og_koereplan

Contact to the book bus and Mobillen on the following telephone numbers:

- Red bus: 2127 6305
- Mobillen: 2147 2661
- or mail: **bogbusserne@skivekommune.dk**



Useful links

Citizen Service

www.skive.dk
www.movetoskive.dk
www.newtodenmark.com
www.lifeindenmark.dk
www.expatindenmark.com
www.icitizen.dk
www.denmark.dk
www.e-boks.dk
www.nemid.nu/dk-en/
www.skat.dk
www.nemkonto.dk

Healthcare

www.apotek.dk

Danish Lessons

www.sprogcenter-skive.dk

Job Seeking

www.workindenmark.dk
www.jobcenterskive.dk

Housing and Building

www.findhousingdenmark.com

Public Transport

www.rejseplanen.dk
www.dsb.dk www.arriva.dk
www.rejsekort.dk
www.midtjyllandslufthavn.dk

Cultural and Leisure Offers

www.kulturmedvilje.dk
www.skiveportalen.dk
www.kulturspot.dk
www.skulpturguidenskive.dk
www.visit-skive.com
www.skivebibliotek.dk