

Odense Municipality

Welcome to Denmark -
Danish language course



ODENSE KOMMUNE

Odense Kommune - Integration
Tolderlundsvej 2
5000 Odense C

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Oplag: 1. oplag - 500 stk.
Tryk: Vester Kopi A/S

Welcome to Denmark

In Denmark you have the right to take part in a Danish language course for up to three years after the course that you have been offered has commenced. However, it is not possible, to continue with the abovementioned course after your residence permit has expired.

It is Odense Municipality that pays for the cost of the course, tests, books and other materials that you will be given. However, you will be expected to buy dictionaries.

In order for you to take part in the Danish language course you must pay a fee for each module that you have started:

- **500 kr.** if your residence permit has been granted for permanent residence, or if you are an EU/EES citizen. A full Danish language course costs from 2,500 kr. to 3,000 kr. depending on the type of the language course.
- **1,000 kr.** if your residence permit is temporary in connec-

tion with a work or an education. A full Danish language course costs from 5,000 kr. to 6,000 kr. depending on the type of the language course.

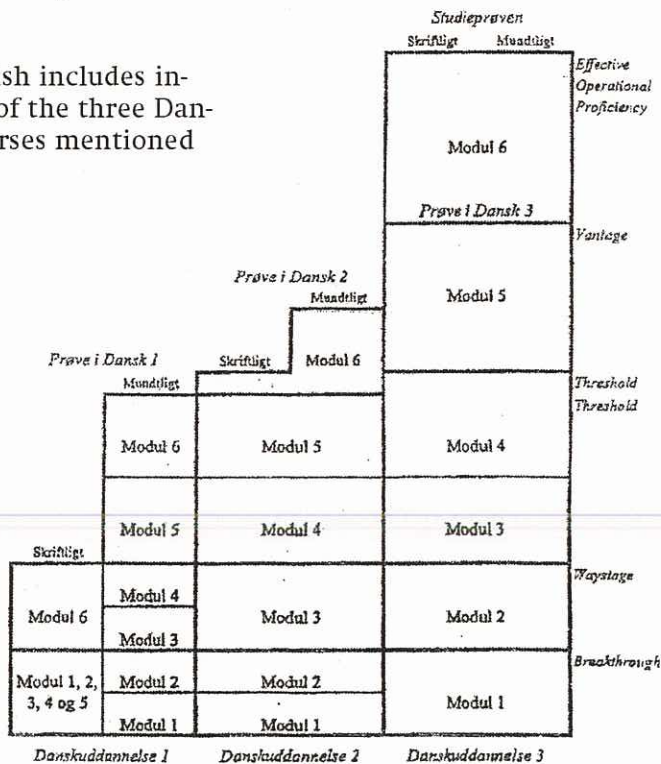
- **5,000 kr.** if your residence permit is temporary, due to ongoing education or teaching that you may be receiving on a private basis, for example a stay at folk high school.

In order for you to use this offer you have to contact Odense Municipality and ask for a Giro in-payment form. You can either personally go there, or you can call and have it sent to you. Odense Municipality's address and telephone number can be found on the enclosed insert. The fee should be paid to Odense Municipality before your referral and start of your Danish language course. When Odense Municipality has registered your payment, the language school will be informed. Then the language school will book you an appointment, whereby you will be offered a Danish language course that best matches your qualifications.

The Danish language courses

The Danish language courses are divided into 3 levels: Danish language course 1, Danish language course 2 and Danish language course 3. These three Danish languages courses are then divided into five - six modules which all can be completed with a test.

The offer of Danish includes instruction at one of the three Danish language courses mentioned above.



Module test/final test

A module is expected to take about 6 months. However, it is the teachers who in consultation with you decide when you are ready for the module test.

The language school will inform Odense Municipality when your module test is due. This notification occurs 14 days prior to the test. After that you will receive a Giro inpayment form from Odense Municipality.

When your payment has been received by Odense Municipality, you will be able to continue to the next module, as long as you have passed your module test.

There are two final tests each year. These tests are taken in May/June and November/December.

Break

If you wish to have a break of less than a month the language school must be informed. If you expect to have a break for more than four weeks both the language school as well as Odense Municipality must be informed.

All breaks are included in the three years period that gives you right for receiving a Danish language course. However, maternity leave, long term medically documented illness and work that prevents you from following the instruction are exempted.

Evening class

There is an opportunity to alter the time for your Danish instruction, for example from day- to evening class. In the event that you may need to make a change you must contact the adviser or the assistant head of the language school.

Important information

Discontinuance

If you wish to discontinue your course at the language school, you have to inform the language school and Odense Municipality immediately.

Important

Please note that the fee you pay for the Danish language course is about 5% of the full cost for the instruction. Odense Municipality's share for your course is much bigger, and you are therefore expected to follow the course.

In the event of bigger absenteeism both the language school and Odense Municipality will send you a letter. If you ignore this letter you will be taken off the course.

In this case, it will not be possible for you to restart the course until three months have elapsed. These three months will be included in the three years of your right to receive a Danish language course.

There will be no fee for resumption after you have been taken off the course, as only one fee per module is required.

If you still have some doubts, as regards to your rights about Danish language course or if you have other questions, please do not hesitate to contact Odense Municipality.

We hope that you will make use of this offer and we wish you good luck!