

Information sheet for foreign newcomers

(February 2010)

See also <http://campusalnarp.se/> and the information of the **SLU-International Recruitment Centre (IRC)**:

<http://www.slu.se/?id=1456> and <http://www.slu.se/?id=1457>

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A friendly and competent contact person at IRC is Karin Borner, tfn 018-67 22 76, e-mail; irc@ad.slu.se.

1a. Personal Identity Number

Most important and first thing to organise! (If you stay for more than 1 year). You apply for it at the tax-office (“Skatteverket”, Malmö, Kungsgatan 15); Take your working contract and passport with you. Find more information at:

<http://www.slu.se/?id=1457>

At “Skatteverket” ask for English translation of documents – they have it.

For persons from outside EU it might be necessary (?) to go first to the Migration office (“Migrationsverket”) before applying for the number.

1b. Migration office (Migrationsverket Malmö, Östra Farmvägen 5)

Find information in English on: <http://www.migrationsverket.se/english.jsp>

For registration you have to bring your passport and working contract with you. EU citizens can do the registration by Internet or mail, however it works much faster to go there (even though you should be prepared to spend some time with waiting – as in most offices, banks etc. grab a number at one of the dispensers and don't miss it when it is your turn...).

Note: You need a certificate that you are registered if you want to attend a free language course – “Svenska för Invadare” (SFI) – you can do these courses e.g. at Malmö SFI Komvux Södervärn (see: 6. language).

2. You need your personal number to open a bank account

“Handelsbanken” in Lomma (though their service is sometimes not very friendly) has good relations with SLU-Alnarp and you might be lucky to get an account there even before you receive your personal number. If you open a bank account, ask for a contract in English. When you get your account ask for English information how to activate your cards/internet banking. Bring passport and documentation for employment; it can be a good idea to book an appointment.

Of course there are some more banks like e.g. “Nordea” or “Swedbank”

You can get a Maestro or Visa card for your account. It can't be taken for granted (though it sometimes works) that you immediately can get a credit card – however, after a few weeks and receiving the first salary it should work. If you are employed, you can also get a EUROCARD through the institute. It will be connected to your personal bank account.

After you received your personal number you can also get a Swedish ID at “Skatteverket”

(<http://www.skatteverket.se/privat/idkort/idcard.4.76a43be412206334b89800039548.html>). EU citizens don't need it but it's sometimes inconvenient if you don't have it...

3. Social insurance

Social insurance is an important part of the Swedish social security system. It provides financial protection for families and children, for persons with a disability and in connection with illness, work injury and old age. You should register at the social insurance office in order to get compensation for example for absence from work due to child care and illness.

Who can register?

To be able to register at the social insurance office the stay in Sweden must be one year or longer. EU-citizens can register if the stay is shorter than a year only if the previous/ last country of residence is a member of the EU.

Please note that people who receive stipends cannot register at "Försäringkassan" and thus, obtain **no** financial protection for families and children, for persons with a disability and in connection with illness, work injury and old age.

Find good information in different languages at:

<http://www.forsakringskassan.se/sprak/>

You can (should?) register by filling a document they probably send you if you call them. You find register forms on their homepage.

3.1. Health insurance

Medical systems. You find doctors at a "Vårdcentral" which you can find in most districts. You can choose your "Vårdcentral" by yourself. If you want to see a doctor you should call your "Vårdcentral". The nurse on the phone will either give you advice or give you a date to see a doctor. As there are not enough doctors in some areas it can be difficult to get a date.

Health insurance. All Swedish citizens and resident and registered foreign nationals are entitled to health care at a reduced fee. Normally, you become a resident if you stay in Sweden for one year or longer, a visit to the doctor will cost around SEK 150. If you paid more than 900 SEK/year ("högkostnadsskydd") you get a "Frikort" (you get that from vårdcentralen) and refunding from "*personalbyrå*", so keep the bills/receipts!

Dentistry is a bit different system but there is also a limit of the costs per year you have to carry yourself (ask "Försäringkassan").

See: <http://www.fk.se/sprak/eng>

Citizens of EU/EEA countries and Switzerland who stay in Sweden for less than one year are entitled to health care from a public health care provider in Sweden.

Employees are advised to bring their certificate of employment and passport/ID-card to the doctor, visitors without employment bring their EHIC card (European health insurance card) and passport/ID-card. If an EU/EEA member does not qualify for the EHIC-card, he/she will be covered by the GIF-insurance mentioned below.

Visitors to SLU who stay for a shorter time than one year, and who are not citizens of an EU/EEA country, are covered by a collective insurance paid for by SLU centrally.

This insurance, called GIF, pays for necessary and reasonable cost for emergency medical care or dental care.

3.2. Health insurance if you leave Sweden

European health insurance card (EHIC). Gives you the same rights as the citizens in the country you visit (if you are in “Försäkringskassan”).

More information:

<http://ec.europa.eu/social/main.jsp?catId=559>

<http://www.varguiden.se/Sa-funkar-det/Lagar--rattigheter/Vard-inom-EU/>

To order:

<http://sadb serviceweb.sfa.se/servicewebb/start.do?op=12011>

Employed: “Tjänstereseförsäkring”, contact Karin Borner for a “tjänsteresekort” for the period outside Sweden.

Non-employed: GIF-insurance via the Legal, Financial and Administrative Services Agency (“Kammarkollegiet”). Note! The GIF-insurance is only valid within the Schengen countries. If you have the GIF-insurance, but will be travelling outside of Schengen because of your activities at SLU, your host department can make sure you receive a travel insurance through “Kammarkollegiet”. Please also note that the insurances mentioned above are for business travel only.

4 Family

Family members. Family members staying for more than one year are normally registered as resident and are therefore entitled to health care at a reduced cost. The situation for family members vary greatly depending on home country, length of stay, employee/non-employee etc. It is therefore vital to find out what will be the situation in your particular case, as you may need to organize health insurance for your family members yourself. Please note that family members are not covered by the GIF-insurance.

Daycare (Dagis). If the mother/father does not work, you can leave your child 15 hours/week in the daycare. If mother attends Komvux intensiv swedish course (every day 3 hours), it’s considered as full-time job, so your child can stay in the daycare 8 hours every day. The price for daycare depend on your salary and on how long time you child will stay.

The Swedish states have a couple of ways to support the child families; **application form is available at any “Försäkringskassan” office.** Please note that people who receive stipends cannot register at “Försäkringskassan” and thus, get **no** support for families and children.

Barnbidrag (Child allowance): 1000 kr/child/month

Föräldrarpennning (Parental benefit): ”salary” for home-staying parent, brutto 180 kr/day (you have to pay taxes). You can get it for 1 year. If you have more children- you can have it for 1 more year.

Bostadbidrag (housing allowance): If your rental fee is high you can ask for financial assistance/allowance. Make it as soon as you can because the decision takes 8 weeks.

5. Housing

It's difficult to find apartments in Malmö/Lund.

If you plan to live external from SLU-accommodations it's good to register in the Internet at housing companies like "MKB" or "Burlövsbostäder" as soon as you are receiving your personal number. If you are lucky you might be offered a place after several months. These apartments are without furniture and kitchen utensils, you have to terminate the lease with 3 month's notice. For private apartments check <http://www.blocket.se/> ("Bostad-lägenheter"). For affordable apartments you have to compete with many other house hunters. If you are invited to visit a flat and meet the landlord it's helpful to have a copy of your contract and an English reference from your previous landlord confirming that you always paid your rent etc. In addition, some landlords will demand that someone will "vouch" for you – guarantee that you pay the rent and don't destroy the apartment. The department can write you a reference and confirm your salary.

If you rent an apartment second hand ("2:a" or "andra hand") you might run into trouble of getting it not longer than 1 year due to some regulations by the housing administrations.

"Blocket" is a gold mine if you search for furniture or other stuff! Ikea can be found in Malmö. Furthermore there is a flea market ("Loppis") on Saturday morning from 7 AM in Lund at the street Södra Esplanaden. A shop with 2.hand stuff (furniture, cloth etc) is located in Åkarp "Erikshjälpen". More information: www.erikshjalpen.se, telefon: 040-430017, email: akarp.sh@erikshjalpen.com

6. Language

Free language courses are offered by "Komvux" (SFI; see 1b). You find "Komvux" e.g. in Malmö, Arlöv and Lund. There are courses offered at different levels, after registration you will get an invitation for a basic test and afterwards assigned to one of the courses starting with the next term.

Courses are also offered by "Folkuniversitet" e.g. Malmö, Lund. These courses are more intensive but you have to pay for "Folkuniversitet" courses.

"Komvux" and "Folkuniversitet" offer evening-courses.

For everyday life, many of the letters, emails, information in general etc. are in Swedish, thus, it helps a lot to have a portable dictionary with you.

7. Other things:

Public transport – finding the way to Alnarp (Bus 133) or to Mellangård (Bus 132; 15 min walk to Alnarp). Check the "Skånetrafiken" web page.

<http://www.skandetrafiken.se/templates/StartPage.aspx?id=2182&epslanguage=SV>

Pay 20% less with the Jojo-kort. You get it at "Skånetrafiken" Servicepoints or e.g. from bus drivers. It's free but you have to load it with at least 200 SEK.

The Swedish railway is called Statens Järnvägar or SJ: <http://www.sj.se/>

Phone and Internet. There are different companies e.g. Tele2 and Telia. Tele2 (Comviq contant) has different good (in 2009) offers. Com hem has good (in 2009) offers for phone land lines (digital). Tele2, Telia, Tre have also offers for broadband and mobile internet.

According to “Telia” in 2009 there is a general regulation that hinder foreigners in the first 8 months after obtaining their personal number from closing agreements on different types of contracts and purchase agreements (like telephone connections). As this is a bit dubious it’s up to you to insist and not to give up!

EU-citizens can get help from EURES. Check information at:

<http://www.europa.eu.int/eures/home.jsp?lang=en>

You can meet a personal adviser who might help you if you have specific questions/problems with insurance, finding job, agreements between EU countries etc.

Additional useful links:

Dictionaries: <http://lexin.nada.kth.se/sve-eng.html>

<http://www.hsv.se/densvenskahogskolan/svenskengelskordbok.4.47873ee11827f812de8000359.html>Map

Map and yellow pages: <http://www.eniro.se/>

Important! This information was compiled in spring 2010. Please correct and update the sheet to keep it most helpful!

The current contact persons are Tina Tina.Boddum@ltj.slu.se and Gunda gunda.thoeming@ltj.slu.se if you have any questions. Contact them or Ylva ylva.hillbur@ltj.slu.se if you have updated information.