

PUNCH CARD AND FINISHING EXAM

If you are participating in the finishing module, but cannot go to the test in Danish within the number of months constituting the duration of the punch, you have a right to take the finishing exam in the next exam term.

If the punch card expires before you have finished the last module, you have two options to complete the education:

- You pay for the education yourself
- And/or you pay yourself for taking the final examination

DEPOSIT

All S-course participants referred to the Danish education after 1.7.2017 shall pay DDK 1,250 for receiving Danish education.

The sum of DKK 1,250 is to be paid to the Language Centre. You may at any time have the deposit returned after a written request if for example you do not wish to attend Danish classes, if you discontinue your Danish education, take a break, or finish the Danish education.



PAYMENT OF DANISH EDUCATION

From 1 July 2018, S-participants are to pay for receiving Danish education. You are to pay DKK 2,000 for each module.

The Language School will collect this payment after you have taken part in the screening interview. You have to pay before you can start the Danish education, and subsequently every time you start on a new module.

When you have passed a module test and start on a new module, you are to pay the new module right after you have passed the module test.

The participant payment is to be paid via the icon on the homepage of the Language Centre:

www.sprogcenter.randers.dk

NB: The rules on deposit and participant payments do not apply to au pairs (S2) and young S-course participants (S3 and A2).

HAVE YOU GOT ANY QUESTIONS?

If you have questions about the punch card, deposit or payment of Danish education, you are welcome to contact the office of the Language Centre or one of the coordinators of the Language Centre.

Contact us at:

Mail: sprogcenter@randers.dk

Tel.: 89157700



Information about punch card, deposit, and payment of Danish education



SPROGCENTER RANDERS

THE PUNCH CARD

From 1st January 2018 the following S-students get a punch card for Danish lessons:

- employees
- students
- family reunited persons of the employee or student
- au pair persons
- border commuters

The punch card means that you have a certain number of months to complete each module. There are a total of 6 punches for the entire Danish education, and the punches have the same length on DU1, DU2 and DU3.

Danish education S-students	
6	9 months
5	9 months
4	8 months
3	7 months
2	5 months
1	4 months

When you are finished with a module by passing the module exam, the rest of the punch you are doing will lapse, and the next punch starts automatically.

If you are using longer time than what is available on the module's punch, the next punch will be started. Therefore you lose a punch if you spend more time to complete a module than what is allocated in the module's punch.

It is not possible to transfer time to or from other punches.

BREAKS IN DANISH TEACHING

The punches of an entire Danish training program cover altogether 42 months (3 ½ years) to be taken within the 5 years you are entitled to free Danish lessons.

So there is an opportunity to have breaks, for example for holidays, repatriation, maternity, illness or high work pressure, **but you have to be very aware of when you can take a break.**

Holidays and other breaks should be held between the modules, and not in the middle of a module. If you have started on a module, you must fulfil it as otherwise you will lose a punch. So plan your holidays and other breaks, so you do not disrupt a module half way through it.

With punch card it becomes extra important to inform the Language Centre about breaks you wish to have after passing the module exam.



ACTIVATION OF THE PUNCH CARD

The punch card is activated on the date when the Language Centre has placed you in a team. If you wish to postpone your start, it is very important that you notify it to the Language Centre before the teaching begins.

NB:

If you do not respond to the letter from the municipality with the offer of Danish lessons, the 5-year Danish education right will start from the date stated in the letter. The same applies if you are absent from the agreed start of teaching without contacting the Language Centre.

STUDENTS WHO ARE IN THE PROCESS

If you are currently participating in Danish education as of 1st January 2018 you will be phased into the punch card system after next time you pass a module exam. You will be placed on the punch that correspond to the module you have reached, for example:

Module 3 > Punch 3

For students who are in the process of Danish education as of 1st January 2018, the right of 5 years of Danish education will start when you are phased into the punch card system for the first time.

If you come from another language centre you will also be phased into the punch that correspond to the module you were phased into.