Statement required for the disbursement of unemployment benefits on the first, second and third days of unemployment
For employment of more than three months’ duration
(to be forwarded to the HR Department hr@adm.aau.dk)

1. Full name and home address

2. Qualifying period of employment

☐ I hereby confirm that I have been employed on terms equivalent to full-time work according to the collective agreement for at least two weeks (2x37 hours) within the previous four weeks prior to the termination of my employment, and that my employment at AAU was not a wage subsidy job in accordance with the Act on Active Employment Measures (Lov om en aktiv beskæftigelsesindsats).

3. Termination of employment

My employment at Aalborg University was terminated on: __________________________ Date of termination:

4. Full-time or part-time employment on my last working day or in my last working week

☐ My working hours were 7.4 hours on my last working day and/or 37 hours in the last calendar week of my employment at AAU.

☐ My working hours were not 7.4 hours on my last working day and/or 37 hours in the last calendar week of my employment at AAU.

My working hours on my last working day at Aalborg University were: ______ hour(s)

5. New employment

☐ I have started new employment on the first, second or third day of unemployment after the termination of my employment at AAU.

Working hours in the new employment:

First day of unemployment _________ hour(s)
Second day of unemployment _________ hour(s)
Third day of unemployment _________ hour(s)

☐ I have not started new employment on the first, second or third day of unemployment after the termination of my employment at AAU.

6. Holidays or sickness benefits

☐ On my first day of unemployment I will receive sickness benefits or be on holiday

☐ On my second day of unemployment I will receive sickness benefits or be on holiday

☐ On my third day of unemployment I will receive sickness benefits or be on holiday

☐ On my first, second and/or third day of unemployment I will not receive sickness benefits or be on holiday

Date __________________________ Signature __________________________

I, the undersigned, solemnly declare that the above information is true and correct. Incorrect information may result in repayment obligation.

The HR Department must receive this form no later than 14 days after the employment termination date or no later than 14 days after the receipt of the employment termination letter; otherwise the entitlement to unemployment benefits from Aalborg University will lapse.

To be filled in by the HR Department

The above person is entitled to unemployment benefits for the first, second and/or third day of unemployment from AAU

Yes ☐ No ☐

Reimbursement:

☐ x one full day of unemployment benefits ☐ x one half day of unemployment benefits

Date __________________________ Signature __________________________
Information on unemployment benefits

As an employer, Aalborg University is obliged to pay unemployment benefits for the first, second and third days of unemployment to employees whose employment is terminated due to dismissal or expiry of project or temporary employment, and who are members of an unemployment insurance fund on the date of employment termination, cf. the Danish Act on Unemployment Insurance (Lov om arbejdsløshedsforsikring m.v.).

However, this obligation applies only if the employee has been employed by the employer on the equivalent of full-time terms under the collective agreement for two weeks (normally 2x37 hours) or a total of 74 hours within the past four weeks.

Employers are obliged to pay unemployment benefits to dismissed employees who are on parental leave at the time of the termination of their employment. This also applies if they receive parental leave benefits.

Employers are for example not liable to pay unemployment benefits if:

- the employee starts new full-time employment on the first, second and/or third working day
- the employee receives sickness benefits or takes holiday on the first, second and/or third day of unemployment
- employment is terminated on the employee’s own initiative, for example if the employee wishes to take retirement or early retirement (however, if the employee is dismissed and subsequently decides to take retirement, the employer will be liable to pay unemployment benefits)
- the dismissal/termination of employment is primarily attributable to the dismissed
- the employee rejects a written offer of continued employment on pay and employment terms according to the collective agreement with the same employer before the termination of employment
- the dismissed employee was employed with a government salary supplement under the Danish Act on Active Employment Measures (Lov om en aktiv beskæftigelsesindsats)
- the employee is a public servant and will receive redundancy pay
- the termination of employment is due to strike or lockout at the University/is necessitated by strike or lockout in another company
- the termination of employment is caused by a force majeure event
- the employer is unable to pay due to bankruptcy or reconstruction procedures supervised by the Bankruptcy Court.