

# Danish Language Programme

The University of Southern Denmark (SDU) is a parallel language work place, where both Danish and English are used as working languages. This is why, in cooperation with the language centre "Lærdansk" ("Learn Danish"), we offer our new international employees a variety of special and customised Danish language courses. The university strongly encourages all international employees to attend the Danish Language Programme. Our courses are publicly financed, but adapted to the needs of university staff.

## Enrolment

To enrol in the programme, you need to contact your department secretary or Carolin Lemke Jensen from HR Development at [clj@sdu.dk](mailto:clj@sdu.dk)

**Please note that you have to sign-up for the Danish Language Programme or postpone it no later than 30 days after you have received your Danish CPR-number. This means, that by the time you have been to the International Citizen Service Center or the Citizen Service Center at Odense Kommune (or the 'Kommune', where you live in Denmark), you need to register or postpone within the next 30 days in order to participate in the Danish Language Programme for free.**

We launch new Danish courses at SDU's campus in Odense regularly.

## Assessment Meeting

You will be invited to an assessment meeting with a language consultant from Lærdansk. Based on this meeting, the language consultant will determine your level and place you in an appropriate class. If you have a spouse/partner, he or she will receive the same offer. Programme participants are matched with regard to level and learning objectives.

## Price:

Odense Kommune will ask you to pay a course fee of 2000 DKK per module. In addition to the course fee you will be asked to pay a deposit of 1250 DKK. This fee is determined by governmental regulations.

For employees with an employment contract of at least one-year employment the cost of Danish education is held by SDU and will be managed through HR Service, HR Development. You do NOT need to take further action.

The Danish Language Programme is free of charge for 3.5 years up to 5 years after arriving in Denmark. **Please note that strict rules apply during these 5 years.**



## Where and when

Teaching will take place during normal working hours. The classes are currently held at different locations at SDU. You will receive an email with information about time and place.

Online Danish courses, "Netdansk" are an integrated part of our Danish Language programme. The web-based A combination of day classes and the web-based courses ensures flexibility as well as possibilities to reach a better level of linguistic proficiency.

## Content

While fulfilling the requirements forwarded by The Act of Danish for Adult Foreigners, the language programme also seeks to adapt to your personal needs, skills and daily life. Programme participants are matched with regard to level and learning objectives.

The programme is divided into six modules, all of which have to be passed separately. With each passed test, you receive a certificate issued by Lærdansk as documentation for your achievements.

The requirements for each module test are described in a number of performance-oriented "Can-Do-Statements". These statements are meant to describe some of the everyday work tasks which the acquired level should enable you to carry out. They might include:

- Can use common courtesy phrases
- Can communicate with administrative staff
- Can engage in small-talk with colleagues
- Can engage in internal mail correspondences
- Can participate actively in meetings concerning administration and teaching

The aim of the programme is to give you a solid foundation in Danish that will allow you to carry out most of your work-related tasks at SDU. Therefore classes are based on your everyday-life at SDU and will include practical exercises and involve collaboration with your Danish colleagues.

## Obligations

You commit yourself to active participation in the classes and to taking the tests that are part of the language programme for adult foreigners. The module tests must be passed within a certain period of time. If you are absent from class for more than two weeks, it is important that you inform your teacher.

Your department is obliged to support you in your learning process and encourage your integration at SDU.

## Individual lessons

If you wish to learn Danish more intensively, you may also take additional private lessons. They cost 650 DKK per hour and will be adapted to your needs. They typically revolve around:

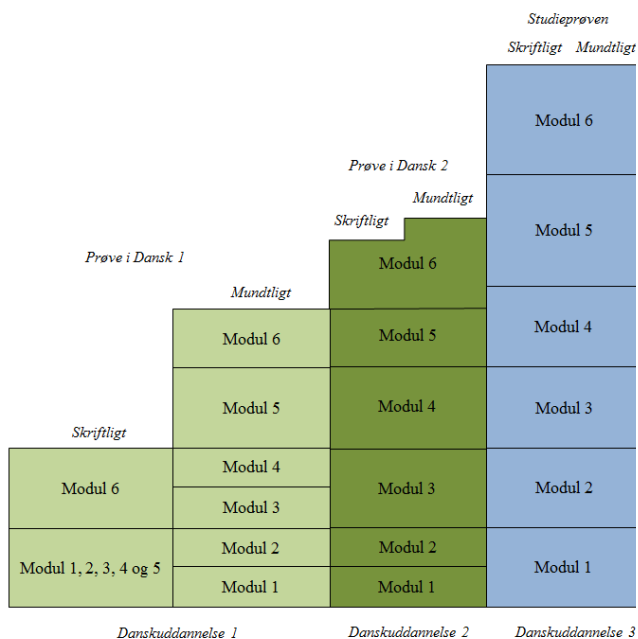
- Improving basic language skills (incl. both written and oral proficiency)
- Building a work-related vocabulary
- Improving pronunciation

SDU's language consultant, Betina Rohr, will design a teaching plan adapted to your needs. In order for the department to cover the participation fee, please make sure that you have an approval from the head of your department.

If you have any questions regarding the programme or the individual lessons, you are more than welcome to contact Carolin Lemke Jensen in HR Development at [clj@sdu.dk](mailto:clj@sdu.dk) or 6550 2096.

# Danskuddannelsesmodellen

University of Southern Denmark



A1, A2, B1, B2 og C1 relaterer til niveauerne i Europarådets beskrivelse af sprogniveauer.

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Lærdansk

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