



Utbildningsförvaltningen
Box 501
343 23 Älmhult

0476-550 00

- Moving within the municipality
- Moving to Älmhults municipality
- Moving out from Älmhults municipality

Students name	Personal number
Current School/Community	Class
Current Teacher/Mentor	Telephone to school
Desired/Receiving school	Class
Moving in –Starting date in school	Moving out – Stop date in school
Current home address	Postal code and town
New home address	Postal code and town

Note! If you have shared custody both guardians need to sign the application!

Guardian 1	Guardian 2
Address	Address
Postal code and town	Postal code and town
Telephone number	Telephone number
Email	Email
Signature	Signature

Other information

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Send the application to Älmhults kommun on the address above.

This form is sent to involved schools	Date
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Student prepared place in (completed by receiving school)

School	Class	Enrollment date
Teacher/mentor	Head teacher	
Decision sent to the guardians	Date	

Application for transportation to school is submitted through digital service.

Application for after school care is submitted through digital service

Information provided in accordance with the General Data Protection Regulation (GDPR).

Data controller	Education Committee
Purpose of the processing	Organize school and queue management
Legal basis	Legal obligation, public interest
Categories of personal data that will be processed	Name, personal number, current class and school, wished school, mother tongue, special diets, email, address, phone number
Voluntary	You decide whether or not you want to provide us with any data. However, please note that the data is required for the intended purpose.
Data recipients	Staff, personal data assistants the Education Committee uses, receiving municipality
Storage	The data is saved.
Rectification	You have the right to request rectification of incorrect data and the erasure of your personal data.
Right of access	Once per calendar year, you have the right to receive information, free of charge, about whether personal data about you is being processed and to receive a copy of this data. A fee may be charged for further copies.
Department contacts	Telephone switchboard: 0476-550 00 Email: utbildning@almhult.se
Data Protection Officer	Älmhult Municipality, Box 500, 343 23 Älmhult Telephone switchboard: 0476-550 00 Email: dataskyddsbud@almhult.se
Complaints	You have the right to submit complaints to the Swedish Data Protection Authority.
More information is available at	www.almhult.se/gdpr www.datainspektionen.se