



You can also file the application and related documentation online: [www.kela.fi/english](http://www.kela.fi/english).



Send the application and any supporting documents by mail. The address is Kela, PL 10, 00056 KELA.

- i** If you have moved to Finland and you have not previously claimed benefits from Kela, also complete form Y 77e. If you are going abroad, also complete form Y 38e.

**Apply for child benefit separately on form LL 1e.**

#### Application deadlines

**Maternity grant:** Can be applied for when you have received the certificate of pregnancy. Apply no later than 2 months before the expected due date.

**Pregnancy allowance:** Can be applied for when you have received the certificate of pregnancy. Available retrospectively for a maximum of 2 months from the date of the application.

**Parental allowance:** The birthing parent can apply after having received the certificate of pregnancy. The child's other parent can apply when the child is born. An adoptive parent can apply after assuming care of the child. Available retrospectively for a maximum of 2 months from the date of the application.

**Special pregnancy allowance:** Can be applied for when you stay off work due to a risk factor. Available retrospectively for a maximum of 2 months from the date of the application.

**Adoption grant:** Can be applied for as soon as the child has been identified for placement with you. Apply within 2 months of the date of placement.

#### 1. Applicant

Personal identity code

Family name and given name

Phone number

E-mail

- i** Kela retrieves address data from the population data system.

If you wish to state a different address, write it in section 10 Additional information.

Name of spouse/partner

Date of birth of spouse/partner

I am living in a cohabiting relationship since \_\_\_\_\_

☐ I have no spouse or partner

#### 2. Bank account number

### 3. Information about the child

Expected due date \_\_\_\_\_

Date of birth \_\_\_\_\_

Date of placement of the adopted child(ren) \_\_\_\_\_

#### Relationship to the child

Please describe your relationship to the child:

☐ Birthing parent

☐ The child's other parent

☐ Other; please specify \_\_\_\_\_

Has the parenthood been acknowledged at the child health clinic or the child welfare officer's office?

**i** The information is needed if the parents are not married or if they are a female couple. Complete this section if you are the birthing parent or a person who has acknowledged the parenthood.

☐ No, the parenthood is not acknowledged.

☐ No, but the parenthood will be acknowledged later. Name and date of birth of the parent acknowledging the parenthood:

☐ Yes. Name and date of birth of the person acknowledging the parenthood and date when the parenthood is acknowledged

The child's other parent

**i** The information is needed if the birthing parent is not your spouse/partner. Complete this section if you are a non-custodial parent (i.e., a parent who does not live in the same household as the child).

Name of the child's other parent

Date of birth

### 4. Application

**Maternity grant** (Can only be applied for by the birthing parent or either one of the adoptive parents)

**i** If you give birth to or adopt more than one child at the same time, the maternity grant is increased so that for two children you get 3 grants and for three children 6 grants. Specify how many maternity packages and how many cash grants you wish to receive.

☐ Number of maternity packages applied for \_\_\_\_\_

☐ Number of cash grants applied for \_\_\_\_\_

☐ My phone number may be released to the maternity package supplier for delivery notification purposes.

**Pregnancy allowance** (Can only be applied for by the birthing parent)

**i** Kela can start paying pregnancy allowance at the earliest 30 working days and at the latest 14 working days before the expected due date of the child. If the child is born before the pregnancy allowance you have applied for starts, Kela will pay the pregnancy allowance starting from the first working day following the birth of the child. Pregnancy allowance is paid for a continuous period of 40 working days. If you are working, or on annual holiday or other paid leave during this period, it is possible that no pregnancy allowance is paid. However, the pregnancy allowance cannot be transferred for payment at another time.

This is an application for pregnancy allowance

☐ starting 30 working days before the expected due date

☐ starting 14 working days before the expected due date

☐ starting \_\_\_\_\_

Are you working, or on annual holiday or other paid leave at the same time as you receive pregnancy allowance?

You need not mention here any period for which the employer pays you a wage or salary on the basis of pregnancy leave.

☐ No

☐ Yes, during the period \_\_\_\_\_ – \_\_\_\_\_

**i** State the additional periods at section 10 (Additional information).



## Parental allowance

**i Two-parent family:** If the child has two parents who are entitled to parental allowance, the days of parental allowance payable for the child are divided up. Each parent can get parental allowance for 160 working days.

**Single-parent family:** If the child has one parent who is entitled to parental allowance, the parent can get parental allowance for 320 working days.

**Multiple-birth family:** If more than one child is born or adopted at the same time, the number of days of parental allowance is increased. If there are two parents, each parent can use half of the additional days.

**All families:** The days of allowance can be used until the child is 2 years old or, in the case of adoption, until 2 years have passed since the date of placement. The number of periods of parental allowance or their minimum duration have not been restricted.

There is not entitlement to parental allowance for days of work, annual holiday or other days of paid leave (e.g. weekly leave or accrued days off). Thus, you should not apply for parental allowance for such days.

Also apply for parental allowance for the period for which the employer pays you a wage or salary on the basis of parental leave.

Neither parent can get child home care allowance or private day care allowance at the same time with parental allowance for the same child. Read more about the effect of parental allowance on child care allowances at

[www.kela.fi/child-home-care-allowance#how-other-benefits-affect-the-child-home-care-allowance](http://www.kela.fi/child-home-care-allowance#how-other-benefits-affect-the-child-home-care-allowance).

Payment of the parental allowance presupposes that you care for the child. The daily care of the child must take so much time that it prevents full-time work. You do not have to care for the child alone. You can care for the child together with someone else.

☐ This is an application for parental allowance as a direct continuation of the period of pregnancy allowance for \_\_\_\_\_ working days

☐ This is an application for parental allowance for the period \_\_\_\_\_ – \_\_\_\_\_  
**i** State the additional periods at section 10 (Additional information).

Do you care for the child during the period for which you are applying for parental allowance?

☐ Yes

☐ No

## Days taken out at the same time as another person

☐ I intend to take out parental allowance for the same child at the same time as another person.

Days taken out at the same time as another person: \_\_\_\_\_ – \_\_\_\_\_

**i** State the additional periods at section 10 (Additional information).

You can get pregnancy allowance and/or parental allowance at the same time as another person for 18 working days, if one child is born or adopted at the same time. If two or more children are born or adopted at the same time, the number of days that can be taken out at the same time is increased.

Read more at [www.kela.fi/on-parental-leave#multiple-birth-families](http://www.kela.fi/on-parental-leave#multiple-birth-families).

If another person has been granted parental allowance for the same time for which you are applying for it, but you do not intend to take out the allowance at the same time, ask the other person to report the change to Kela.

☐ **This is an application for partial parental allowance** for the period \_\_\_\_\_ – \_\_\_\_\_  
**i** State the additional periods at section 10 (Additional information).

One requirement is that the working hours amount to a maximum of 5 hours per day. This includes all work as an employee or a self-employed person. Employees must have a contract of employment for part-time work. When requested, the agreement must be submitted to Kela.

The partial parental allowance uses up half a day of parental allowance.

Have you agreed with your employer(s) on working hours of a maximum of 5 hours per day or are you working as a self-employed person for a maximum of 5 hours per day for the period for which you are applying for partial parental allowance?

☐ Yes

☐ No

☐ **This is an application for special pregnancy allowance** starting from \_\_\_\_\_  
(Can only be applied for by the birthing parent. Read more at [www.kela.fi/special-pregnancy-allowance](http://www.kela.fi/special-pregnancy-allowance).)

☐ **This is an application for adoption grant.** (Can be applied for by an adoptive parent when a child is adopted from abroad.)  
**i** Enclose form SV 94.

## 5. Residence, stay and employment abroad

Do you live or stay abroad during the time for which you are applying for pregnancy allowance or parental allowance?

☐ No

☐ Yes. In which country? \_\_\_\_\_

Have you worked abroad during the year preceding the start of the pregnancy allowance or parental allowance?

☐ No

☐ Yes. In which country? \_\_\_\_\_

When? \_\_\_\_\_ – \_\_\_\_\_

**i** Residence, stay or employment outside Finland may have an effect on parental benefits.

If you stay abroad for more than 3 months or you are working or have worked even to a small extent, please submit form Y 38e.

## 6. Details on employment and self-employment

Do you have a valid employment relationship when the special pregnancy, pregnancy or parental leave starts?

☐ No

☐ Yes

Employer or employers: \_\_\_\_\_

Do you work as a self-employed person, an agricultural entrepreneur or other entrepreneur when the special pregnancy, pregnancy or parental leave starts or have you worked as such in the year preceding the start of the leave?

☐ No

☐ Yes

Name of your business: \_\_\_\_\_

Business ID: \_\_\_\_\_

## 7. Income during family leave

**Wage payment** (Only complete if you have a valid employment relationship when the family leave starts.)

**i** Ask your employer if you will be paid during the period of special pregnancy, pregnancy or parental leave.

Do you receive a wage or salary during the special pregnancy, pregnancy or parental leave?

☐ No. I have confirmed this from the employer.

☐ Yes. I am paid a wage or salary for the following period \_\_\_\_\_ – \_\_\_\_\_

Kela pays the allowance to the employer if you are paid a wage or salary during the period of special pregnancy, pregnancy or parental leave. The employer must apply for the allowance at the latest when the period with pay has ended.

Names and phone numbers of the employers paying you a wage or salary. State primarily the phone number to the payroll office.

☐ Yes. I am paid the difference between the wage/salary and the allowance. (Kela pays the allowance to you and no application from the employer is needed.)

Names and phone numbers of the employers paying you a wage or salary. State primarily the phone number to the payroll office.



## Benefits from abroad

Do you receive or have you applied for benefits from other countries (for instance pension, parental allowance or a benefit comparable to the parental allowance)?

☐ No

☐ Yes. State the country, the institution paying the benefit, the benefit and the amount of the benefit. Enclose for instance the benefit decision or other documentation on the benefit from abroad.

**i** Inform Kela if you start receiving a benefit from abroad for the same time that you receive special pregnancy, pregnancy or parental allowance from Kela.

## 8. Information affecting the amount of the allowance

**i** The amount of the allowance is calculated on the basis of your annual income. Annual income means your incomes during a period of 12 calendar months. This period is called the reference period. There is, however, a 1-month gap between the start of the allowance period and the reference period for the annual income, and the income during this month is not taken into account.

Kela receives information on incomes from the national incomes register, the pension providers and the benefit payers. We ask for further information on your incomes on this form.

Kela cannot decide on the allowance until the annual income is known, i.e. the reference period for the annual income has ended.

The allowance can also be based on the income that a previous parental allowance was based on. Also in that case the decision cannot be made until the reference period has ended because Kela compares which calculation mode gives you a higher allowance. The allowance is automatically granted according to the manner that is more favourable for you.

Read more at [www.kela.fi/on-parental-leave#how-much-is-the-parental-allowance](http://www.kela.fi/on-parental-leave#how-much-is-the-parental-allowance).

While you are receiving the allowance, are you also receiving informal caregiver fee or family caregiver fee?

☐ No

☐ Yes, for the time being

☐ Yes, until \_\_\_\_\_

It may be possible to calculate the annual income that the parental allowance is based on on the basis of the income for the last three calendar months of the reference period. One requirement is that the income for the last three calendar months, multiplied by four, is at least 20% higher than the annual income calculated on the basis of the full 12 calendar months.

A further requirement is that you during the reference period have done one of the following. Tick the appropriate box:

☐ I have attained vocational qualifications and taken a degree.

☐ I have performed conscript or alternative civilian service.

☐ I have been partly or completely absent from the labour market after the parental allowance period, because I have stayed at home caring for a child under the age of 3.

☐ I have been partly or completely absent from the labour market after the parental allowance period, because I have stayed at home caring for an adopted child.

☐ I have been absent from work while participating in the medical care of a child under the age of 16 who is ill or disabled (home care or hospital care).

☐ I moved to Finland from another country and I was not covered under the Finnish health insurance system while living abroad.

Are you applying for allowance on the basis of your income for the last three calendar months of the reference period?

☐ No

☐ Yes. (State the reason under the previous section.)

## 9. Enclosures

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- ☐ Wage certificates or other documentation on incomes that do not appear in the national incomes register (e.g. wage or salary from abroad). Kela may ask for further information if necessary.

### Maternity grant, pregnancy allowance:

- ☐ Certificate of pregnancy form SV 75

### Maternity grant, adoption grant and parental allowance for adoptive parent:

- ☐ Form SV 94

### Parental allowance for adoptive parent if a child is adopted from abroad without a service provider:

- ☐ A certificate from the Adoption Board or other documentation on the adoption or placement of the child

### Special pregnancy allowance:


- ☐ Form SV 97 completed by a doctor  
☐ Form SV 96 completed by the employer

### Other enclosures

- ☐ Please specify:

## 10. Additional information

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-  Write the number of the section you are referring to.

- ☐ Additional information on a separate sheet. Write your name and personal identity code on the sheet.

## 11. Signature

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I declare that the information I have given is true and accurate. I will notify any changes.

Place and date

Signature and printed name

Information obtained for the purpose of deciding the present matter may be used for other benefit-related matters, if so required under law. Any information obtained within the context of another benefit may also be used to decide the present matter.

Please contact us for more information about which outside sources we may access to obtain additional information about your circumstances and to whom we may provide such information.

