



You can also complete this form and file related documentation online at [www.kela.fi/omakela](http://www.kela.fi/omakela) (in Finnish) or [www.fpa.fi/mittfpa](http://www.fpa.fi/mittfpa) (in Swedish).

More information is available at [www.kela.fi/residence](http://www.kela.fi/residence)



If you have questions, please call our customer service number ([www.kela.fi/call-kela](http://www.kela.fi/call-kela))



Please make sure to complete the form carefully. Attach all necessary documentation.

We may contact you for further information if necessary.

Send the form and any supporting documents by mail.

The address is

Social Insurance Institution

Centre for International Affairs

PO Box 78

FI-00381 Helsinki

FINLAND

- i** On this form you can report employment abroad or over 3 months long stays abroad. Kela will determine whether you are entitled to benefits from Kela during your employment or stay abroad.

You need not complete this form if you will be going on a work assignment to another EU or EEA country, to Switzerland, the United Kingdom or a country that has a social security agreement with Finland. You should apply to the Finnish Centre for Pensions for coverage under the Finnish social security scheme (visit [www.etk.fi](http://www.etk.fi) for further information).

## 1. Client's details

Personal identity code

Family name and given name

Phone number

E-mail

- i** Kela retrieves address data from the population data system. If you have not notified the local register office of your address, please write it at section 7 (Additional information).

## 2. Country of destination

Country to which I am moving: \_\_\_\_\_

I will stay abroad  for the following period \_\_\_\_\_ – \_\_\_\_\_  
**i** If you do not know the exact date when you will return to Finland, provide an estimate.

for an indefinite period starting \_\_\_\_\_

I will work abroad but will continue to live in Finland.

**i** Complete section 3.a (Reason for residence abroad, Work).

Despite employment abroad I return to Finland

daily or at least once a week.

less often than once a week.

### 3. Reason for residence abroad

**i** Of the items a-f below, please complete the ones that best apply to your situation.  
See section 6. (Enclosures) for details about the required documentation.

#### a. Work

Name of employer: \_\_\_\_\_

I will be working abroad

as an employee of a foreign employer

as self-employed

as a posted self-employed person

as an employee of the Finnish government

as an employee posted abroad by a Finnish employer

as a foreign-hired employee of a Finnish employer

as an aid worker

as a staff member of an international organisation

on board a vessel sailing under a foreign flag. Please indicate the flag state: \_\_\_\_\_

as a trainee or an au pair     I am paid € \_\_\_\_\_ per month     I am not paid

as a telecommuter.

I will go abroad to look for work.

**i** If you have an U2 authorisation form issued by your unemployment fund, please submit it to Kela.

#### b. Education

Name of your school in Finland and the degree you are completing

Name of your school abroad and the degree you are completing

Will you complete the entire degree abroad?

No     Yes

Are the studies you are completing abroad part of your studies in Finland?

No     Yes

Will you be working abroad during your studies or during holidays?

No     Yes. Period of work: \_\_\_\_\_ – \_\_\_\_\_

Pay per month: \_\_\_\_\_

### c. Research or employment supported by a grant

Name of the place of research:

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- i** If you have a grant from Finland, apply to Mela (Farmers' Social Insurance Institution) for insurance under the MYEL (Farmers' Pensions) Act. See [www.mela.fi](http://www.mela.fi) for more information. If necessary, also apply to the Finnish Centre for Pensions for coverage under the Finnish pension system. See [www.etk.fi](http://www.etk.fi) for more information.

Are you the recipient of a grant?

- Yes, from Finland.  
 Yes, from abroad.  
 No.

Will you do paid work while carrying out the research?

- No       Yes. When will/did you start this work, who is your employer and what are your monthly pay and hours of work?

### d. Pension recipient

Do you receive a pension from some other country than Finland?

- No       Yes. Please specify the country and the type of pension.

### e. Moving abroad as a spouse

Family name and given name of your spouse/partner

Personal identity code

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### f. Other reason

- i** If none of the above reasons for moving abroad apply to you, please describe here in your own words why you are moving abroad.

#### 4. Children

**i** Please list all children who are under 18, who are moving abroad and who are in your care and custody.

Family name and given name

Personal identity code

Period of residence abroad: \_\_\_\_\_ – \_\_\_\_\_

Family name and given name

Personal identity code

Period of residence abroad: \_\_\_\_\_ – \_\_\_\_\_

Family name and given name

Personal identity code

Period of residence abroad: \_\_\_\_\_ – \_\_\_\_\_

Family name and given name

Personal identity code

Period of residence abroad: \_\_\_\_\_ – \_\_\_\_\_

#### 5. Personal ties to Finland (if you live abroad for more than 6 months or have recurring shorter periods of residence abroad)

**i** Please describe your personal ties to Finland during your residence abroad (for example family, residential situation in Finland and abroad, or holidays spent in Finland).

Do you have social security coverage from some other country (not Finland)?

No  Yes. Please indicate the start date and type of coverage (for example earnings-related pension insurance).

List any periods you have lived, worked or studied abroad before submitting this application.

**i** If you have already given Kela this information, you can proceed to the next section.

Period	Country	Employer or educational institution
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_____ – _____	_____	_____
_____ – _____	_____	_____
_____ – _____	_____	_____
_____ – _____	_____	_____
_____ – _____	_____	_____

## 6. Enclosures

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### Section 3. Reason for residence abroad

#### a. Work

- If you work for a Finnish employer, submit Kela form Y 38Te (Employer's notification concerning an employee posted abroad).
- If you are an aid worker employed by a Finnish employer, submit Kela form Y 38Te (Employer's notification concerning an employee posted abroad) or an equivalent statement from your employer.
- If you are an aid worker employed by a foreign employer, enclose your contract of employment.

#### b. Education

- Certificate of admission to the educational institution. It must indicate the degree pursued, the full-time study status and duration of study, and the start and end dates of the academic year.  
No documentation is needed if Kela has awarded you financial aid for these studies.

#### c. Research or employment supported by a grant


- If you have a grant from abroad, provide an explanation of your research at a foreign research or educational institution and the grant award notice.
- If you are doing research but are not a grant recipient, provide an explanation of your research at a foreign research or educational institution.

#### Other enclosure

- Please specify:
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## 7. 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.

## 8. 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 of the applicant

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The information you have provided may be used for other benefit determinations, if so required under law. Conversely, any information obtained within the context of another benefit may be used to decide the present matter.

Please contact Kela 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.