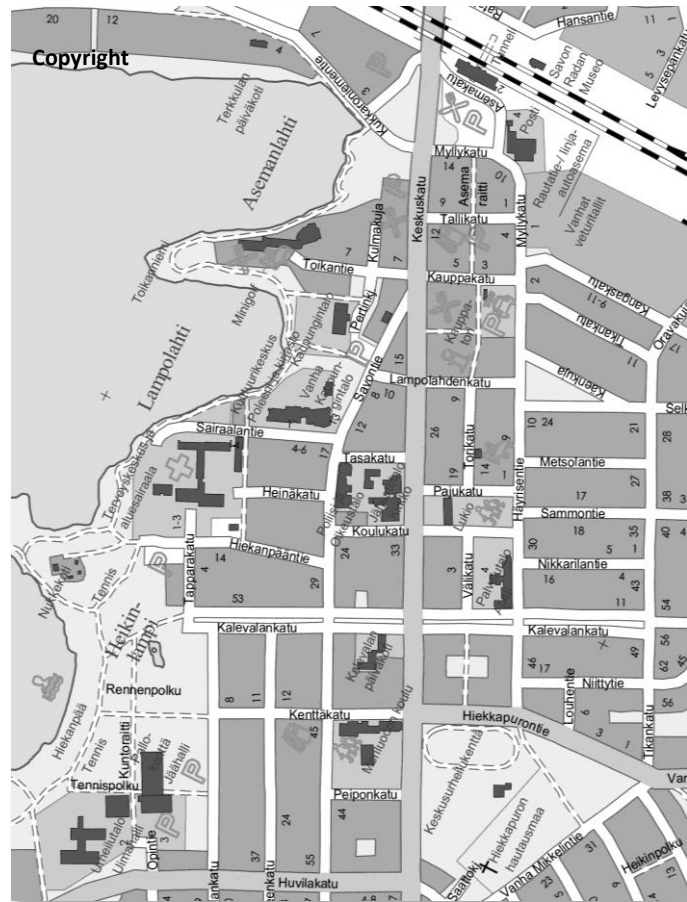


INITIAL ASSESSMENT FOR ALL IMMIGRANTS

Regardless of the reason of your immigration, you are entitled to a personal initial assessment. The initial assessment helps the authorities determine how well equipped you are to integrate into the Finnish society, and which services you may need to help you integrate. For example, you will be asked about your education, work experience and language skills. The initial assessment takes place either at the Employment and Economic Development Office (TE Office) or at the Pieksämäki Adult Education Centre.

If you have a job or you have been accepted as a student in an educational institute, you will probably not need an initial assessment or an integration plan. However, you are entitled to the initial assessment if you think you need it. If you are an unemployed jobseeker and have registered as a jobseeker, the Pieksämäki office of the South Savo Employment and Economic Development Office (TE Office) will conduct the initial assessment if necessary. Other immigrants, such as pensioners and stay-at-home mothers, can contact the Pieksämäki Adult Education Centre and ask for an initial assessment.



Welcome to Pieksämäki!
www.pieksamaki.fi
www.infopankki.fi

Instructions for foreigners moving to Pieksämäki ENGLANTI
Editing and translations: The Pointti project
with the European Social Fund's support Updated 12/2013

TO-DO LIST FOR IMMIGRANTS

It is important to register as a person officially living in Finland. Visit the following offices as soon as possible:

1. Local register office: Have your personal information registered in the Finnish Population Information System and apply for a personal identity code (all immigrants).
2. The police: Make sure you have a right to reside in Finland. Register your right of residence (EU/EEA citizens). If you are a non-EU citizen, you need a valid residence permit.
3. Kela (Finnish Social Insurance Institution): Apply for a right to Finnish social security.
4. The Employment and Economic Development Office (TE Office): If you are unemployed, register as a jobseeker. If you already have a job, you are also entitled to integration assistance (language courses etc.).

Bring your passport, residence permit, right of residence registration certificate, and other important documents. Read more on the following pages.

In addition to registration, you must take care of the following:

1. Bank: After you have received a personal identity code, open a bank account.
2. Social office: If you have a type A residence permit, or you are an EU/EEA citizen registered in Finland, and your family income is not sufficient to pay for compulsory expenses, you can apply for financial aid.
3. Tax office: When you know your salary or other income, apply for a tax card.
4. The customer service desk/city exchange of the City of Pieksämäki: The caller is directed to city services such as applications for daycare or comprehensive school places.

LOCAL REGISTER OFFICE OF EAST FINLAND, MIKKELI UNIT

Registration in the Finnish Population Information System

Raatihuoneenkatu 5 A, Mikkeli, 5th floor

tel. 029 553 9511 (exchange)

Open Mon–Fri 9.00–16.00

www.maistraatti.fi

EASTERN FINLAND POLICE DEPARTMENT

Right of residence registration, residence permits, citizenship issues

Hallituskatu 5, Mikkeli

It is recommended to make an appointment for services for foreigners by calling on Mon–Fri at 9.00-11.0, tel. 0295 455050

ulkomaalaisasiat.mikkeli@poliisi.fi

www.poliisi.fi

KELA PIEKSÄMÄKI

Finnish social security

Lampolahdenkatu 6, Pieksämäki

Open Mon–Fri 9.00–16.00

www.kela.fi

SOUTH SAVO EMPLOYMENT AND ECONOMIC

DEVELOPMENT OFFICE (TE OFFICE)

PIEKSÄMÄKI

Registration as a jobseeker, support and advice for jobseeking, initial assessment, career guidance, integration training, integration support, unemployment allowance. Services for jobseekers and those already employed.

Savontie 20, Pieksämäki, 2nd floor, tel. 0295 044 000 (exchange)

Open Mon–Fri 9.00–16.00

www.te-palvelut.fi

SOUTHEASTERN FINLAND TAX OFFICE, MIKKELI OFFICE

Personal tax cards, tax number for those working in

the construction industry

Raatihuoneenkatu 5 A, Mikkeli, tel. 020 612 000 (exchange)

Open Mon–Fri 9.00–15.00

www.vero.fi

PIEKSÄMÄEN HAKA

Applications for rental apartments

Keskuskatu 30, Pieksämäki, tel. (015) 348 060

Open Mon–Fri 8.00–16.00 (8.00–15.30 in the summer)

www.pieksamaenhaka.fi

CITY OF PIEKSÄMÄKI / DAYCARE

Daycare for children (aged 0-6) and preschool (6-year-olds)

Children's daycare is constantly open for applications. Applications can be submitted online through the electronic form on the city's website. Application forms are also available in daycare centres and the Daycare Office. You can also register your children for preschool by using the electronic form.

http://www.pieksamaki.fi/fi/pv-sahkoinen-asiointi

Kanttila, Vilhulantie 5, 76850 Naarajärvi,

Tel. 015 788 2111 (exchange), Mon–Fri 8.00–15.30

CITY OF PIEKSÄMÄKI / EDUCATION OFFICE

Basic education

Kauppakatu 1, Pieksämäki, 015 788 2111 (exchange)

CITY OF PIEKSÄMÄKI / SOCIAL OFFICE

Adult social services such as income support

Appointments with adult social service workers and social advisors should preferably be booked in advance by phone.

Lampolahdenkatu 2-4, Pieksämäki

Mon–Fri 9.00–10.00, tel. 044 799 5539

CITY OF PIEKSÄMÄKI / FAMILY COUNSELLING CENTRE

Support for children and families

Kanttila, Vilhulantie 5, 76850 Naarajärvi

Advice and appointments by phone, Mon–Fri 12.00–13.00

Tel. 044 7995695 or 015 788 2111 (exchange)

PIEKSÄMÄKI HEALTH CENTRE

Main Health Centre, Tapparakatu 1–3

Appointments with doctors, nurses and public health nurses

8.00–15.30, call for appointments, tel. 015 788 2111 (exchange),

Mon–Fri 8.00–9.00.

Mother and child health clinics

(Maternity and gynaecological clinic; Family planning, birth control and maternity clinic; Child health clinic)

Main Health Centre, Tapparakatu 1–3 015 788 4280

Telephone hours Mon–Fri 8.00–9.00 and 13.00–14.00

The Dental Clinic of the Main Health Centre,

Tapparakatu 1-3

Call for dental care appointments Mon–Fri 8.00–10.00,

Tel. 015 788 4350

Dental clinic on duty in Mikkeli on Saturdays, Sundays and

midweek holidays at 10.00–12.00

Tel. 015 194 4425.

The Pankalampi Main Health Care Clinic,

Kiiskinmäenkatu 5–7, Mikkeli

FIRST AID AND EMERGENCY DUTY

Urgent medical care until 21.30 at night and on weekends

The Pieksämäki hospital, Sairaalanatie 14, tel. 015 788 4380

The emergency clinic treats sudden illnesses and accidents every day at 8.00–21.30.

Non-urgent cases are primarily treated at the Main Health Centre, Tapparakatu 1–3, tel. 015 788 2111 (exchange)

The first aid clinic of the Mikkeli Central Hospital is on duty at

22.00–8.00, Porrassalmenkatu 35-37, 50100 Mikkeli,

tel. 015 211 411 (the Etelä-Savon Ensineuvo health care help-line)

EMERGENCY NUMBER 112

Emergencies: ambulance, fire department, police

THE CUSTOMER SERVICE DESK OF THE CITY OF PIEKSÄMÄKI

The caller is directed to the services of the City of Pieksämäki

Latomi, Kauppakatu 1,, tel. 015 788 2111 (exchange)

www.pieksamaki.fi

PIEKSÄMÄKI ADULT EDUCATION CENTRE

Finnish language training, initial assessments, advice (helpdesk),

YKI language proficiency tests, the Rehvitupa meeting point

Poleeni/Savontie 13

0400 855 800 (office), 044 588 3429 (language teacher)

www.pieksamaki.fi/seutuopisto

FINNISH LANGUAGE TRAINING IN PIEKSÄMÄKI

Further information is available from the TE Office and the Pieksämäki Adult Education Centre.