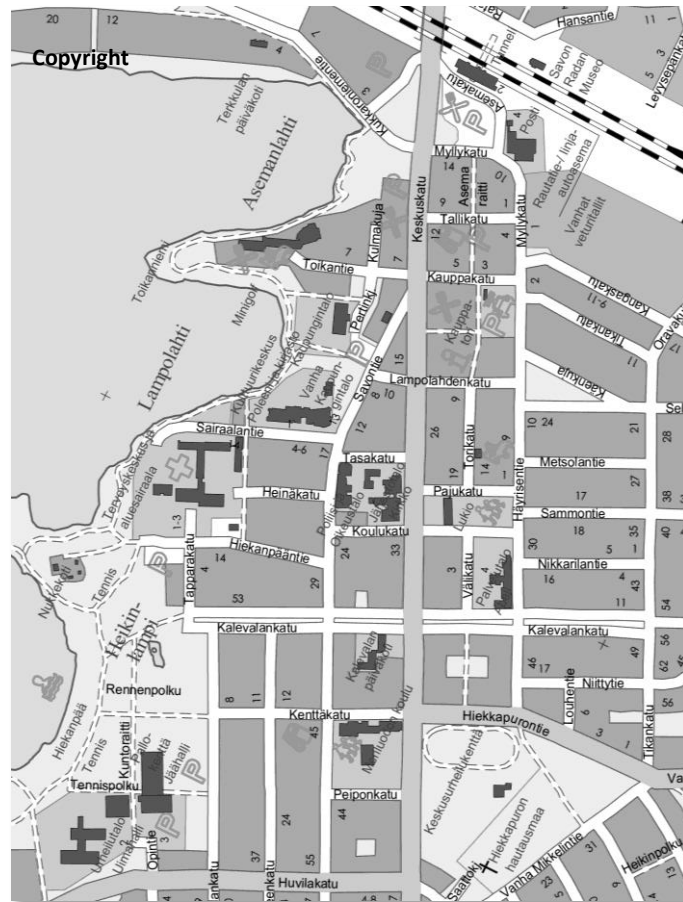


INITIAL ASSESSMENT FOR ALL IMMIGRANTS

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 immigration service advisor or Pieksämäki Adult Education Centre and ask for an initial assessment.



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. Finnish Immigration Service: 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 9.00–12.00

www.maistraatti.fi

EASTERN FINLAND POLICE DEPARTMENT, PIEKSÄMÄKI

Permits, Identity cards

Savontie 20, Pieksämäki

www.poliisi.fi

FINNISH IMMIGRATION SERVICE

Right of residence registration, residence permits, citizenship issues

www.migri.fi

KELA PIEKSÄMÄKI

Finnish social security

Lampolahdenkatu 6, Pieksämäki

Open Mon–Fri 9.00–15.00

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 025500 (exchange)

www.te-palvelut.fi

SOUTHEASTERN FINLAND TAX OFFICE, VARKAUS

Personal tax cards, tax number for those working in the construction industry

Wredenkatu 8, Varkaus, tel. 029 512 000 (exchange)

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 Perheiden talo (the house for families). You can also register your

children for preschool by using the electronic form.

Perheiden talo (the house for families), Kalevalankatu 38, Pieksämäki

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.

Tapparakatu 1-3, 1st floor, Pieksämäki

Mon–Fri 9.00–15.00, tel. 044 799 5460

IMMIGRATION SERVICES

Immigration service advisor

Advice, guidance, support, information and multi-professional cooperation in issues related to immigration

tel. 040 6514930

CITY OF PIEKSÄMÄKI / FAMILY COUNSELLING CENTRE

Support for children and families

Tapparakatu 1-3, 3rd floor, Pieksämäki

Advice and appointments by phone, Mon–Fri 9.30-10.30 and 12.00–13.30

Tel. 044 7995695 or 015 788 2111 (exchange)

PIEKSÄMÄKI CENTRE FOR SOCIAL AND HEALTH SERVICES

Tapparakatu 1–3, Pieksämäki

Appointments with doctors, nurses and public health nurses 8.00–13/14.00, call for appointments, tel. 015 788 2111 (exchange)

Mother and child health clinics

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

Tapparakatu 1–3, Pieksämäki, tel 015 788 4280

Telephone hours Mon–Thu 13.00–14.00

The Dental Clinic

Tapparakatu 1-3, Pieksämäki

Call for dental care appointments Mon–Fri 8.00–15.30,

Tel. 015 788 4350

Dental clinic on duty in Mikkeli on weekends and midweek holidays. Tel. 015 194 4410 (9.00-10.00).

The Pankalampi Main Health Care Clinic, Kiiskinmäenkatu 5–7, Mikkeli

FIRST AID AND EMERGENCY DUTY

Urgent medical care every day until 21.30

Sairaalantie 14, Pieksämäki

Urgent appointments every day at 8.00–21.30, tel. 044 7995546.

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

24 hour advice service, tel 116 117 (Päivystysapu)

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

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

044 5882211 (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.