



APPLICATION FOR MOVING IN OR CHANGING SCHOOLS FOR YEAR F-9

- Moving in from another municipality**
(for students who are registered in Skövde municipality or who will be registered in Skövde municipality from the start date)
- Changing schools within Skövde municipality**

Student

The student's first and last name		Personal ID number (10 digits)	
Current address		Postal code	City
New registration address	From date	New postal code	New city
Phone	Native language/national minority language		
<input type="checkbox"/> Asylum seekers/residence permit under the EU Temporary Protection Directive			File number

Prior/current school

Name of the school	Municipality	School year
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Preferred school

Type of school: <input type="checkbox"/> Preschool class <input type="checkbox"/> Compulsory school <input type="checkbox"/> Compulsory school for pupils with intellectual disabilities	School year	Placement preferred from date
Please fill in all options as the most preferred school cannot be guaranteed.		
1		
2		
3		

After-school center

If a placement in an after-school center is required, a special application must be made through the e-services at www.skovde.se.

School transport

The choice of school can affect your right to school transport. For more information on school transport, please read Skövde municipality's school transport rules at [www.skovde.se/Barn & utbildning](http://www.skovde.se/Barn%20&%20utbildning).

Signature

In the case joint custody, the signature of both guardians is required.

Date	Date
Guardian 1, signature	Guardian 2, signature
Clarification of signature	Clarification of signature
Personal identity number/TF number/LMA number	Personal identity number/TF number/LMA number
Email	Email
Phone	Phone

The application should be sent to the principal of the school that is your most preferred choice.

Please note that the personal data provided will be stored in a register in Skövde municipality. The data will be processed in accordance with the General Data Protection Regulation, see the annex.

Information on the processing of personal data under the General Data Protection Regulation (Article 13 of Regulation (EU) 2016/679 of the European Parliament and of the Council)

- The personal data controller for the processing of the data collected is the Children and Education Board in Skövde municipality.
- The purpose of the processing of personal data is to carry out pre-school/school activities.
- The processing is based on the exercise of official authority, i.e. registration that is necessary for an authority to carry out its tasks.
- Persons who may access the personal data are children, students, guardians and staff in the children and education sector and relevant system providers.
- As Skövde municipality is subject to the principle of public access to official documents, the municipality may be obliged to disclose information/documents to third parties unless there are grounds for confidentiality in the individual case/issue.
- Personal data is stored in accordance with the document management plan of the Children and Education sector.
- The data subject may request from the controller access to or rectification of personal data or request restriction of processing concerning the data subject and may also otherwise object to the processing.
- The data subject also has the right to data portability, i.e. the right to transfer personal data from one controller to another where technically possible.
- The registrant has the right to lodge a complaint with the Swedish Authority for Privacy Protection (IMY).
- Questions about the processing of personal data can be addressed to the municipality's data protection officer dataskyddsbud@skovde.se or the Contact Center 0500-49 80 00.