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We are pleased that you have decided to stay in Frankfurt, and would like to support you and your family in spending a successful and fulfilling time in one of the most international cities in Europe. All facilities for international students and researchers at Goethe University work hand in hand to make your first steps in Frankfurt as pleasant as possible.

In recent years, Goethe University has taken many steps to help its community members balance work and family.

Successfully taking part in the »audit familiengerechte Hochschule«, Goethe University was consecutively certified as a family-friendly university for the third time in 2011.

FURTHER INFORMATION

A comprehensive information portal for families at Goethe University can be found at: www.familien-service.uni-frankfurt.de

General English-language information on Goethe University can be found at: www2.uni-frankfurt.de/en

A comprehensive information portal on working and living in the state of Hesse can be found at: www.work-in-hessen.com
The Family Service supports all members of the university community in the reconciliation of work, university studies and family, and offers a personalized consulting service. Additionally, the Family Service is the central planning and coordinating body for policies and measures to improve study and work conditions for students and employees with family obligations. These include:

- Expanding university child care and implementing a family-friendly infrastructure
- Providing child care when lecturing hours and school vacations overlap
- Offering workshops for relatives engaged in care work and work-life balance workshops
- Promoting a family-friendly work and university culture

The Family Service offers an initial consultation for general information purposes. For a legally valid consultation, please contact the personnel officer in charge of your documents at the university registrar, human resources department (Personalservices), or one of the official counseling centers.
CHRISTINA RAHN
Family Service Coordinator
Room 2/P 02 (2nd floor)
Tel +49 69 798-18688
Fax +49 69 798-76318688
rahn@em.uni-frankfurt.de

Main consulting competence and related duties

- Consulting for research and technical administration employees
- Consulting for family members with care responsibilities
- Development and implementation of family-friendly measures, specifically for Goethe University employees
- Organization of holiday care for school kids, as well as arranging for occasional care at internal events
- Contact person for faculties and collaborative research project teams in case of a need for emergency care by the private familienservice GmbH
BENJAMIN KIRST
Family Service Coordinator
Room 2.P 02 (2nd floor)
Tel +49 69 798-18124
Fax +49 69 798-76318124
kirst@em.uni-frankfurt.de

Main consulting competence and related duties
- Consulting for students and doctoral candidates with scholarships
- Specialized consultations for expectant fathers concerning i.a. parental leave and benefits
- Development and implementation of family-friendly measures targeted at students
- Implementation of a family-oriented infrastructure with changing tables, parent-child rooms, etc.
- Newsletter FamilyPlus
- »Goethe Kids«, a network for parent-students and parent-researchers with children

IRIS GEBLER-LAUER
Office
Room 2.P62 (2nd floor)
Tel +49 69 798-18698
Fax +49 69 798-76318698
gbler-lauer@em.uni-frankfurt.de

Main consulting competence and related duties
- Administration of registrations by employees for the university day-care centers (Campus Kita on Westend Campus and Kita Zauberberg on Riedberg Campus)
CONSULTING AND SUPPORT FOR EMPLOYEES
The Goethe Welcome Centre is the first point of contact for all international researchers and scientists (post-docs and professors) and their families seeking advice, support and services regarding a research post at Goethe University in Frankfurt. Please make sure to fill in the GWC-online registration form, which you will find on the website, to receive support in the best possible way.

www2.uni-frankfurt.de/45729918/Welcome

Detailed information for your stay in Frankfurt can be found in the Welcome Guide for International Researchers:

www2.uni-frankfurt.de/48657501/GWC-Einzelseiten-klein.pdf

The human resources department (Personal-services) offers employees and student assistants legally valid advice in all matters related to your employment at Goethe University.

**Information concerning:**

- Contractual changes during periods of leave to start a family (maternity leave, parental leave, care leave)
- Wissenschaftszeitvertragsgesetz (»WissZeitVG«: Fixed-term contract law for researchers)
CONSULTING AND SUPPORT FOR STUDENTS AND DOCTORAL CANDIDATES

INTERNATIONAL OFFICE
Campus Westend
Grüneburgplatz 1
PEG-Building
»Studien-Center«
ground floor
Tel +49 69 798-3838
International
@uni-frankfurt.de

All incoming international students should initially contact the International Office. The International Office provides services to all international students and scholars, including pre-departure information, help with visas and immigration regulations and support during their stay at Goethe University.

Opening hours for initial consultations:
Mon and Wed, 14:00 – 17:00
Tues and Thurs, 9:00 – 12:00

Further information:
www2.uni-frankfurt.de/44386867/
infos_studienbewerber

STUDY ADVISORY SERVICE (ZENTRALE STUDIENBERATUNG)

Study Advisory Service (Zentrale Studienberatung) is part of the Student Service Center (SSC) and the central point of contact for students in all questions concerning how studies are organized at Goethe University.
Areas of Expertise:
- Organization of studies
- Parental/maternity leave and university studies
- Leave of absence
- Part-time study

Opening Hours:
Mon and Wed, 14:30 – 17:00
Tues and Thurs, 9:30 – 12:00
and by appointment

GRADE aims to provide PhD candidates and Postdocs with individual support and an opportunity to enhance their personal skills, as well as with expertise to prepare themselves for their future careers.

The range of services includes workshops, networking events and individual coaching sessions.

Doctoral candidates and Postdocs from all faculties at Goethe University are invited to become members of GRADE.

Find further information in the GRADE flyer for doctoral candidates:

www2.uni-frankfurt.de/46329190/Information-for-Doctoral-Candidates-RZ12_E.pdf
The student services organizations (Studentenwerke) in Germany are in charge of the social, economic and cultural needs of students. In addition to the consulting services listed below, the Studentenwerk also provides free psycho-social counseling when needed.

**Areas of Expertise:**
- Student financial aid
- Semester ticket (public transportation)
- Hardship funds
- Federal financial aid (initial consultation)
- Housing
- Job search
- Social questions

[www.studentenwerkfrankfurt.de/beratung-service.html](http://www.studentenwerkfrankfurt.de/beratung-service.html)

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The General Student Assembly (Allgemeiner Studierendenausschuss) is the elected representative body for all students at Goethe University. Here, you can receive a consultation from students for students.

**Areas of Expertise:**
- Work-family-balance difficulties
- Student financial aid
Students’ legal situation regarding the provisions and demands of the German welfare state

E-Mail registration at:
soziales@asta.uni-frankfurt.de
asta-frankfurt.de/angebote/beratung-hilfe

The WellComeProjekt is an academic, social and cultural integration program, in which international students are assigned a »godparent« to help them navigate the first phases of study at Goethe University in Frankfurt.

Especially in the beginning, adjusting to a new language and culture can be difficult for anybody coming from abroad who may not speak German that well. In order to make this time easier, students already studying at the University of Frankfurt form an individual partnership with international students.

For a comprehensive overview of all consulting and support services available to international students at Goethe University and the city of Frankfurt, please see the brochure »Diversity kompakt« under the heading »Internationales & Interkulturelles«. Please follow the link or scan the QR-Code:
tiny.cc/gu_diversitykompakt
No later than three months after your arrival, you must register with the local immigration office to renew your visa. Should you require any help, please contact the international office if you are a student or doctoral candidate; visiting scholars should seek assistance through the Goethe Welcome Center.

In all matters concerning your residency status or the residency statuses of your family members, please contact the Frankfurt Immigration Office.

Further information: [www.frankfurt.de/sixcms/detail.php?id=3521](http://www.frankfurt.de/sixcms/detail.php?id=3521)
The population of Frankfurt is characterized by its high degree of cultural diversity. The task of AmkA as a municipal authority is to promote and support the various ethnic groups in Frankfurt to living together constructively. AmkA develops focused integration measures, supports the networking of institutions that deal with integration, and promotes tolerance and understanding between residents.

AmkA mediates in the case of conflicts with neighbors, public authorities and the police, performs antidiscrimination work and manages projects with parents and children for language and occupational integration.

A selection of projects and initiatives

- Information, hotline and discrimination-report form
- Promotion of career-related German language skills
- »Mommy learns German – courses with childcare services«
- Directory of multilingual doctors and psychotherapists
- Intercultural events
- And much more
DIVERSITY MOVES FRANKFURT – EXPERIENCE DIVERSITY

For a comprehensive overview of international and intercultural topics in Frankfurt, please visit the website: www.vielfalt-bewegt-frankfurt.de

NEWCOMERS GUIDE FRANKFURT-RHINE-MAIN

The annually published Newcomers Guide contains a wealth of information about living and working in the Frankfurt Rhine-Main region. Specifically targeted at the international community, it takes readers through the process of adjusting to life in the region step-by-step.

It can be purchased at: www.newcomers-network.de/rhein-main/newcomers-guide/
REGULAR CHILDCARE SERVICES

Although care services for children below six years of age have been significantly expanded in recent years, the resources are still stretched to maximum capacity. It may therefore take some time to find a childcare place, which is why you should try to do so as soon as possible. Goethe University’s Family Service is happy to assist you in this search and processes the applications from Goethe University employees for the internal university day care centers located on Campus Westend and Campus Riedberg. Students may please contact the day care facilities directly.

To register your child for one of the two day care centers at campuses Westend or Riedberg, please send a completed registration form to the Family Service. The form is available for download here: www2.uni-frankfurt.de/41010880/anmeldung_beschaeftigte

Please consider submitting applications to several facilities in Frankfurt. An overview of all childcare facilities in Frankfurt, including some bilingual and international, can be found using the Frankfurt childcare-services directory: www.frankfurt.de/sixcms/detail.php?id=4400
CAMPUS WESTEND

KINDERTAGESSTÄTTE CAMPUS KITA
Grüneburgplatz 1
60323 Frankfurt am Main
Tel +49 69 5967-3519 or +49 69 798-17262
Fax +49 69 5979-3168
campus-kita@bvz-frankfurt.de

Contact
Andrea Nordheimer
78 places
for children aged 1 to 7
Opening Hours:
7:45 – 17:15

CAMPUS BOCKENHEIM

KRABBELSTUBE UNIVERSUM
Bockenheimer Landstr. 133
60325 Frankfurt am Main
Tel +49 69 7079-5848
Fax +49 69 7137-3336
krabbelstube-universum@bvz-frankfurt.de

Contact
Sarah Oesch, Stefanie Hertkorn und Rossi Stiegler
Up to 11 places
for children aged 6 months to 3 years
Opening Hours:
7:30 – 17:00

UNI-KITA BOCKENHEIM
Mertonstraße 26-28
60325 Frankfurt am Main
Tel +49 69 9798-1396
info@uni-kita.de

Contact
Ms Keller, Ms Schmidt
45 places
for children aged 1 to 7
www.uni-kita.de
Opening Hours:
7:30 – 17:00

The Uni-Kita is located in the student house and is independent from Goethe University.

A childcare facility in cooperation with the Studentenwerk Frankfurt

CAMPUS BOCKENHEIM

Contact
Andrea Nordheimer
78 places
for children aged 1 to 7
Opening Hours:
7:45 – 17:15

Studentenwerk Frankfurt am MAIN SWERK
CAMPUS RIEDEBERG

Contact
Anne Goldermann

30 places in a toddler group
(for children between 6 months and 3 years of age)
and a group of mixed ages
(for children between the ages of 1 and 7).

Opening Hours:
7:30 – 18:00

KINDERGARTEN KITA ZAUBERBERG

Altenhöfer Allee 1b
60438 Frankfurt am Main

Tel +49 69 5760-8969
Fax +49 69 5809-2109
zauberberg@bvz-frankfurt.de

CAMPUS NIEDERRAD

Contact
Elena Steiner

75 places
for children aged 0 to 6

Standard Opening Hours:
6:30 – 17:30
(in the case of shift work:
5:45 – 17:30)

KINDERGARTEN UNI-STROLCHE

Theodor-Stern-Kai 7
60596 Frankfurt am Main

Tel +49 69 6301-5206
unistrolche@bvz-frankfurt.de

The Kita Uni-Strolche is a childcare service
for children of clinic employees
FLEXIBLE CARE SERVICES

Whether on holiday or in everyday university life: The many flexible offers at Goethe University will support you in reconciling work/studies and family when regular care arrangements are cancelled or not available.
FLEXIBLE CHILDCARE
(BETREUTE KINDERZIMMER)

The Betreute Kinderzimmer enable flexible hourly childcare services for children of students and employees of Goethe University and employees of Studentenwerk. They are located on the Campuses in Bockenheim, Westend, Riedberg and at University Medical Center in Niederrad. The supervised nurseries are offered in cooperation with the Studentenwerk.

The supervised nurseries offer the following services:

- Hourly care by pedagogically trained staff, following an initial consultation and familiarization phase
- Care for up to ten hours per week for a maximum of five children simultaneously
- Opening Hours: Mon – Fri, 8:00 – 18:00
- Fees: 2,50 € for students and 5 € for employees of Goethe University or Studentenwerk Frankfurt

BETREUTES KINDERZIMMER ON CAMPUS NIEDERRAD
House 18 (next to the Kita Uni-Strolche)
Room 109 D (1st floor)
Opening hours: 7:15 – 17:00

Contact
Nicole Dietrich
Tel +49 69 6301-84298
kinderzimmer.niederrad@bvz-frankfurt.de
BETREUTES KINDERZIMMER ON CAMPUS BOCKENHEIM

Sozialzentrum/Neue Mensa
Room 128 (1st floor)
Bockenheimer Landstraße 133
60325 Frankfurt am Main

Contact
Sandro Stragapede
Tel +49 176 19150229
kontakt.kinderzimmer.bockenheim@uni-frankfurt.de

BETREUTES KINDERZIMMER ON CAMPUS WESTEND

In the Campus Kita
(Address under regular care services)
60323 Frankfurt am Main

Contact
Asmaa Bouftila
Tel +49 176 798-34916
and +49 1520 2871892
kontakt.kinderzimmer.westend@uni-frankfurt.de

BETREUTES KINDERZIMMER ON CAMPUS RIEDEBERG

In the Kita Zauberberg
Altenhöfer Allee 1
60438 Frankfurt am Main

Contact
Martyna Metelska
Tel +49 69 5700-3448
kontakt.kinderzimmer.riedberg@bvz-frankfurt.de

Gefördert aus Mitteln des Hessischen Sozialministeriums und der Europäischen Union – Europäische Sozialfonds.
HOLIDAY CARE FOR SCHOOL KIDS (FERIENSPIELE)

The weeks in which school holidays and the regular semester overlap pose a particular challenge for students and employees with children. For these situations, the Family Service organizes regular holiday care, which is carried out by pedagogically trained staff.

Participation is open to the children of employees and students of Goethe University. The children must be between six and twelve years of age.

INFO: Schedules and application requirements can be found on the website of the Family Service at: www.familien-service.uni-frankfurt.de/ferienspiele

CHILDCARE DURING CONFERENCES

Irregular day-long events such as conferences and block appointments often put individual care arrangements to the test. In such cases the Family Service can provide access to childcare that meets your needs.

INFO: If you as an institute or department require childcare during an event, please contact Christina Rahn (contact details on page 4).

BACK-UP-CARE

There is a contract between the Goethe University and the private provider pme familienservice GmbH. This provides an additional source of short-notice childcare. Some departments / collaborative research projects at Goethe University have purchased allotments of this service in advance.

INFO: To find out if your department / collaborative research project has done so; please contact Ms. Rahn at the Family Service of Goethe University.
FLEXIBLE CARE ARRANGEMENTS OUTSIDE GOETHE UNIVERSITY

The day care directory (Tagespflegebörse) on the city of Frankfurt website provides information and support in your search for qualified childcare (in German): [www.tagespflegeboerse-frankfurt.de](http://www.tagespflegeboerse-frankfurt.de)

A suitable babysitter can be found at [www.kinderfee.de](http://www.kinderfee.de).

SCHOOLS

Frankfurt and the Rhine-Main area are home to a large variety of bilingual and international schools. While many German schools do not offer all-day activities and supervision, the number of schools that do have afternoon programs is increasing. For precise information on the German school system, please visit: [www2.uni-frankfurt.de/45725876/Schools](http://www2.uni-frankfurt.de/45725876/Schools)

A database of all schools in Frankfurt can be found at the municipal website: [www.frankfurt.de/sixcms/detail.php?id=2953&_ffmpar[_id_inhalt]=8285](http://www.frankfurt.de/sixcms/detail.php?id=2953&_ffmpar[_id_inhalt]=8285)
FURTHER SERVICES FOR FAMILIES

CARE PORTFOLIOS FOR FAMILY MEMBERS PERFORMING CARE WORK

The Family Service has compiled key information and brochures for family members with care duties in individual folders. These can be picked up free of charge at the Family Service.

DISCUSSION GROUP FOR CAREGIVING FAMILY MEMBERS

A discussion group for family members with care duties is held regularly. Here, those concerned have the opportunity to share their experiences and exchange views on the challenges of elderly care. The exact dates can be found on our website.

REGULAR INFORMATION SESSIONS AND WORKSHOPS FOR STUDENTS AND STAFF

Regularly, the Family Service offers workshops on topics of reconciliation, as well as information sessions for parents and family members with care obligations. The exact dates can be found on our website: www.familien-service.uni-frankfurt.de
PARENT-CHILD ROOMS

Parent-child rooms are little islands of retreat for parents and children. Here families can bridge the time between care arrangements, or other times of waiting. Parents can work while the child sleeps or plays. Small group meetings can also take place here.
CAMPUS BOCKENHEIM

UNIVERSITY LIBRARY JOHANN-CHRISTIAN-SENCKENBERG
Bockenheimer Landstraße 134-138

Made possible by a donation from the BBBank Frankfurt, the room offers a sofa, crawling mats, toys for children of different ages, the compulsory diaper changing facility as well as computer workstations, which enable parents to undertake small research tasks and other work. The key can be obtained by presenting your library ID at the reading counter of the Humanities, on the ground floor opposite the staircase. The room is located left of the elevators.

CAMPUS RIEDBERG

GEOZENTRUM
Room 3.110 (3rd floor)
Altenhöfer Allee 1

Contact: Geo Agentur, Room 3.106 (3rd floor)

Here you will find an armchair, changing table, play area with toy shop-counter, a sanitary facility as well as a desk.

CAMPUS WESTEND

BUILDING FOR LAW AND ECONOMIC STUDIES
(GEBÄUDE RECHTS- UND WIRTSCHAFTSWISSENSCHAFTEN, RUW)
Room 1.112 (1st floor in the left part of the building)

The parent-child room in the RuW Building is home to many toys and can also be used as a meeting room for small (work) groups with children. The keycard can be obtained at the information desk in the entrance hall.
CHANGING TABLES

A small diaper can become a big problem if there is no appropriate place to change it. As part of the family-friendly design of the Goethe University campuses, the Family Service is continuously working to increase the amount and availability of changing tables. A complete and updated list can always be found on our website:

www2.uni-frankfurt.de/48498023/03_Wickelmoeglichkeiten

CAMPUS WESTEND

CASINO / MAIN CAFETERIA
In the 1st floor ladies room as well as the men’s restroom in the basement (right elevator in the lobby).

PEG-BUILDING
Every floor has one changing table at the front of the building (room numbers are 1.G40x, 2.G40x etc). There you will also find a place to sit while breastfeeding. A further changing room is located on the 1st floor in the passage to the seminar rooms opposite the men’s restroom (1.G40l).
CAMPUS BOCKENHEIM

SOZIALZENTRUM (SOCIAL CENTER)
Bockenheimer Landstraße 133
In the women’s and men’s restrooms (next to the seminar room KIII)

UNIVERSITÄTSBIBLIOTHEK
(UNIVERSITY LIBRARY)
Bockenheimer Landstraße 134-138
In the basement women’s restroom, in the men’s room on the 2nd floor as well as in the parent-child room

SPORTS-CAMPUS GINNHEIM

INSTITUT FÜR SPORTWISSENSCHAFTEN
(INSTITUTE FOR SPORT SCIENCE)
Ginnheimer Landstraße 39

CAMPUS NIEDERRAD / UNIKLINIK

HAUS 23 (MAIN BUILDING)
In basement restrooms (central emergency department)

HAUS 15 B
Ground floor, in the restroom for the disabled

CAMPUS RIEDEMBERG

BIOZENTRUM
Ground floor, Room 0.42
(Restroom for the disabled, keys are with the porter opposite the cafeteria)

BIOLOGICUM
Parent-child room, Room -1.204
(the keys are with the porter at the entrance from the Max-von-Laue-Str.)

GEOZENTRUM
2nd floor, Room 2.140
(in a unisex bathroom)
3rd floor, parent-child room
Room 3.110, the keys are with the Geo-Agentur in room 3.106

OTTO-STERN-ZENTRUM
In the basement (at street level Max-von-Laue-Str.) you will find foldout changing tables in the men’s and women’s washrooms
The MobiKiZ are an unconventional solution to the shortage of space at Goethe University. Their introduction was made possible by a donation from the BBBank. Standard features include a crawl mat, wooden toys, books, drawing material and a portable DVD player with a children’s program for short phases in which mom and dad must, despite their caring duties, get certain things done on campus or attend office hours.

The content of the MobiKiZ is transported either in a handy small Suitcase with Wheels, or in a stable but equally portable Changing Station on wheels, designed for those areas where changing tables are scarce. You will find the MobiKiZ at the following locations:
MOBIKIZ CHANGING STATION
- Campus Niederrad
  In the Betreutes Kinderzimmer, House 18, Room 109 D
- Campus Westend
  IG-Farben-Building, at the gate
- Campus Westend
  Lecture Hall Center (Hörsaalzentrum), at the Studentenwerk’s counseling center (ground floor)

MOBIKIZ SUITCASE ON WHEELS
- Campus Riedberg
  Otto-Stern-Zentrum, at the gate
- Campus Westend
  PEG-Building, at the gate

Mit freundlicher Unterstützung durch BB Bank
THE GOETHE-KIDS NETWORK

Many parents in academia would like to find like-minded people in similar circumstances. Through regular meetings and an open facebook group, the »Goethe-Kids« network aims to promote the networking of parents amongst themselves and improve the exchange of information. Upcoming events are announced in the newsletter FamilyPlus, the Family Service website and the »Goethe-Kids« facebook group.

On facebook: www.facebook.com/groups/goethekids

NEWSLETTER FAMILYPLUS

Current information and events at Goethe University on topics related to family are provided through the e-mail list-serve. Additionally, you will receive the Family Service’s FamilyPlus newsletter three to four times a year.

SUBSCRIBE AT:
dlist.server.uni-frankfurt.de/mailman/listinfo/familiengerechtechohschule
IMPRESSUM

Herausgegeben durch den Familien-Service im Gleichstellungsbüro der Goethe-Universität Frankfurt a.M.

REDAKTION
Benjamin Kirst, Christina Rahn

FOTOS
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GESTALTUNG
institut.gebrauchsgrafik.org