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FAMILY-AWARENESS AT GOETHE UNIVERSITY

We are very pleased that you have decided to come to Goethe University Frankfurt with your family and hope that you will spend a fulfilling and enriching time in Frankfurt.

The institutions at Goethe University Frankfurt will work closely together to make your arrival as pleasant as possible. International professors, post-docs, degree seeking doctoral students and doctoral students with a GU employment contract are requested to complete the online registration form of [Goethe Welcome Centre] (hinterlegen mit www.goethe-university-frankfurt.de) in order to obtain the best possible support.

International students can find all the important information they need on the website of [Global Affairs Study and Teaching] (hinterlegen mit www.goethe-university-frankfurt.de).

On the following pages, you can find all you need to know about family life at Goethe University Frankfurt. Please feel free to contact us or the other advisory services at any time should you have any questions.

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: www.goethe-university-frankfurt.de

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 childcare and implementing a family-friendly infrastructure
- Providing childcare 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.

**ADRESS**

Campus Westend
SKW-Building | C | 5th floor
Rostocker Strasse 2
260323 Frankfurt

www.family.uni-frankfurt.de
SARA SCHLICHTING
currently on parental leave
Family Service Coordinator
Room 05 C.111
Tel +49 69 798-18688
s.schlichting@em.uni-frankfurt.de

consultation requests to:
beratung-familie@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 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 pme familienservice GmbH

childcare applications to:
kita@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 and their children
CONSULTING AND SUPPORT FOR EMPLOYEES
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)
- WissZeitVG: Fixed-term contract law for researchers

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**GOETHE WELCOME CENTRE (GWC)**

Florian von Bothmer,  
Head of GWC  
Campus Westend | Bauleitgebäude  
Theodor-W.-Adorno-Platz 6  
60629 Frankfurt  
Tel +49 69 798-17192  
welcome@uni-frankfurt.de

The Goethe Welcome Centre is the first point of contact for all international researchers and scientists (postdocs 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.

[www.goethe-university-frankfurt.de](http://www.goethe-university-frankfurt.de)

Detailed information for your stay in Frankfurt can be found in the Welcome Guide for International Researchers: [www.uni-frankfurt.de/109177423.pdf](http://www.uni-frankfurt.de/109177423.pdf)

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**HUMAN RESOURCES (PERSONALSERVICES)**

Campus Westend  
Theodor-W.-Adorno-Platz 1  
PA-Building  
Room 2.P30 (2nd floor)  
Tel +49 69 798-13629  
personalabteilung@uni-frankfurt.de
CONSULTING AND SUPPORT FOR STUDENTS AND DOCTORAL CANDIDATES

GLOBAL AFFAIRS
STUDY AND TEACHING

Campus Westend
PEG-Building
»Studien-Center«
ground floor

Theodor-W.-Adorno-Platz 6
Tel +49 69 798-3838
sli@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.

Further information:
www2.uni-frankfurt.de/44386867/infos_studienbewerber
STUDY ADVISORY SERVICE (ZENTRALE STUDIENBERATUNG)

Campus Westend
PEG-Building
Theodor-W.-Adorno-Platz 6
Registration at the Service-Point on the ground floor
Tel +49 69 798-3838
Fax +49 69 798-76317981
sc@uni-frankfurt.de
www.uni-frankfurt.de/94638575

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

GOETHE GRADUATE ACADEMY (GRADE)

Campus Westend
SKW-Building (Languages, Cultures & Arts)
Rostocker Str. 2, 60323 Frankfurt am Main
Tel +49 69 798-49411
Fax +49 69 798-49407
grade@uni-frankfurt.de
www.grade.uni-frankfurt.de

GRADE aims to provide doctoral 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.
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
The General Student Assembly (Allgemeiner Studierendenausschuss) is the elected representative body for all students at Goethe University. Here, you can receive advice from 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 Buddy-Programme 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. 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, please see www.goethe-university-frankfurt.de/46477135/
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:
https://frankfurt.de/service-und-rathaus/verwaltung/aemter-und-institutionen/ordnungsamt/auslaenderbehoerde
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 in 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 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.

You can find more information here: www.newcomers-network-frankfurt.de

DEINTERNATIONS - FRANKFURT EXPAT COMMUNITY

Internations is an online community network that may help you build up valuable contacts with like-minded expats and find reliable information and trustworthy tips about the expat life in Frankfurt:

www.internations.org/frankfurt-expats
REGULAR CHILDCARE SERVICES

Although care services for children below six years of age have been significantly expanded in recent years, due to high demand it is still very difficult to obtain day care for your child. 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 please register through the central municipal platform www.kindernetfrankfurt.de.
To register their children for one of the three daycare centers, employees please send the completed and signed registration form to kita@uni-frankfurt.de: https://tinygu.de/registration-faq-childcare

Please consider submitting applications to several facilities in Frankfurt. An overview of all childcare facilities in Frankfurt, including bilingual and international ones, can be found using the Frankfurt childcare-services directory: https://kindernetfrankfurt.de/

**CAMPUS NIEDERRAD**

**KINDERTAGESSTÄTTE UNI-STROLCHE**

Theodor-Stern-Kai 7
60596 Frankfurt am Main

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

This Kita is run by the University Hospital. All places are reserved for children of hospital staff.

The hospital’s family service is responsible for allocating places. It also manages the waiting list and handles registrations. Please contact them at Familienservice@kgu.de.
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

Opening Hours:
7:45 – 17:15

Contact
Andrea Nordheimer
78 places
for children aged 1 to 7

CAMPUS BOCKENHEIM

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

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

Contact
Ms Schmidt, Mr Schneider
45 places
for children aged 1 to 7
www.uni-kita.de

Opening Hours:
7:30 – 17:00

www.uni-kita.de

22
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

KINDERTAGESSTÄTTE KITA ZAUBERBERG
Altenhöfer Allee 1b
60438 Frankfurt am Main
Tel +49 69 5760-8969
Fax +49 69 5809-2109
zauberberg@bvz-frankfurt.de

KITA KAIROS
Max von Laue Straße 20
60439 Frankfurt
Tel +49 363 9631-00
kita-kairos@bvz-frankfurt.de

Contact
Mr. Jost Malsch
135 places in
9 groups of mixed ages
from 3 month until school enrollment
Opening hours:
8:00 – 17:30

Kita Kairos is a childcare facility in cooperation with the Max-Planck-Society. 2/3 of the places are dedicated to Goethe-University.
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)

In addition to regular forms of childcare, Goethe University has a flexible form of childcare at the Westend location: the ‘Betreutes Kinderzimmer’. The supervised children’s room is located in the bottom floor of the Campus Kita daycare center, Gisèle-Freund-Platz 1, 60629 Frankfurt, Westend Campus.

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: Monday-Friday 9:00 - 16:00
- Fees: 2.50 € for students and 5 € for employees of Goethe University or Studentenwerk Frankfurt

Betreutes Kinderzimmer on Campus Niederrad

In the Campus Kita (Address under regular care services)

60629 Frankfurt am Main

Contact

Balkisse Karuti

Tel +49 151 18656089

kinderzimmer.westend@uni-frankfurt.de
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.goethe-university-frankfurt.de/124023432/

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 6).
www.goethe-university-frankfurt.de/124012374/

BACK-UP-CARE

There is a contract between Goethe University and the private provider pme familienservice GmbH. They provide 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 whether your department / collaborative research centre has done so, please contact Ms. Schlichting at the Family Service of Goethe University www.goethe-university-frankfurt.de/124011732/
FLEXIBLE CARE ARRANGEMENTS OUTSIDE GOETHE UNIVERSITY

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

FLEXIKIDS FUND

The FlexiKids fund is a pilot project intended for staff and enrolled doctoral candidates at Goethe University Frankfurt with children aged 0 to 14 years (children with special needs aged 0 to 25 years). The purpose of the fund is to offer parents flexible childcare at off-peak times when regular childcare is not available during essential work-related commitments, e.g. laboratory work in the evening or events at the weekend. The parents themselves organise the childcare (babysitters, childminders, emergency childcare by private providers).

Find Details on our Website: www.goethe-university-frankfurt.de/124010598/

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: www.goethe-university-frankfurt.de/45725876/Schools

An introduction to the German school system and further details on the school landscape in Frankfurt can be found on the Website of the Goethe Welcome Centre: www.goethe-university-frankfurt.de/45725876/Schools
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. More information and the exact dates can be found here (in German): uni-frankfurt.de/113940428/

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.family.uni-frankfurt.de
FAMILY-ORIENTED INFRASTRUCTURE

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 RIEDBERG

GEOZENTRUM
Room 3.110 (3rd floor)
Altenhöfer Allee 1

Contact the women’s council of the department 11 (Geography and Geoscience)

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

INSTITUTE FOR MATHEMATICS
Robert-Mayer-Straße 6-8, room 6a (ground floor)

Nursing room; Keys can be obtained from the secretary’s offices in rooms 8 and 1 on the ground floor.

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

The room offers a sofa, crawl 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 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.

CLUSTER OF EXCELLENCE
»THE FORMATION OF NORMATIVE ORDERS«
Ground Floor, entrance hall

The Cluster of Excellence has established a breastfeeding and baby changing room that can be used by its members and guests. Please contact the front desk.
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 be found on our website:
www.goethe-university-frankfurt.de/130547480

CAMPUS WESTEND

“NORMATIVE ORDERS”
Breastfeeding facility on the ground floor, accessible only via the Porter’s office. Parent-child office on the 1st floor. The room can only be used by parents working in the Cluster of Excellence.

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

SEMINAR HOUSE
Baby changing facility on the basement floor

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).

SEMINAR PAVILLON
Baby changing room
Baby changing facility in the women’s restroom on the ground floor and in the restroom for disabled persons on the 1st floor.

LAW AND ECONOMICS BUILDING
Parent-child room (1.112), keys are available at the Porter’s office on the ground floor
**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

**INSTITUTE FOR MATHEMATICS**
Robert-Mayer-Straße 6-8, room 6a (ground floor)
This nursing room offers a changing table, a nursing chair and some toys. Please approach Ms. Schreier-Voss (ground floor, room 1) or Ms. Bittner (ground floor, room 8) for the keys.

**SPORTS-CAMPUS GINNHEIM**
INSTITUT FÜR SPORTWISSENSCHAFTEN (INSTITUTE FOR SPORT SCIENCE)
Administration Building, Ginnheimer Landstraße 39
Women’s and men’s rest rooms on the ground floor

**CAMPUS RIEDEBERG**

**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

**INSTITUTE OF PHYSICS**
Max-von-Laue-Straße 1
Baby changing facility in the entrance of the women’s and men’s restrooms on the basement floor, room 0.140A.
MOBIKIZ – MOBILE NURSERIES

The MobiKiZ are an unconventional solution to the shortage of space at Goethe University. 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
  Komm (students house)
  House 18a, at the Cafeteria
- Campus Westend
  IG-Farben-Building, at the gate
- Niederrad Campus/
  University Hospital
  In house 10a, Room 1.0106
- Campus Riedberg, Biozentrum,
  at the gate (downstairs)

MOBIKIZ SUITCASE
ON WHEELS

- Campus Riedberg
  Otto-Stern-Zentrum, at the gate
- Campus Westend
  PEG-Building, at the gate
- Campus Ginnheim /
  Institute for Sport Science
  Administration Building
  At the gate
- Campus Riedberg, Biologicum
  R. 1.413, at Christian Dietz’s office
- Campus Riedberg
  Buchmann Institute for
  Moleculare Life Sciences (BMLS)
  BMLS Office, Room 3.637
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 a mailing list. Additionally, you will receive the Family Service’s FamilyPlus newsletter three to four times a year.

SUBSCRIBE AT:
http://tinygu.de/familien-newsletter