FAMILIES AT
GOETHE UNIVERSITY
SERVICES FOR STUDENTS
AND EMPLOYEES
FAMILY-AWARENESS AT GOETHE UNIVERSITY

CONSULTING AND SUPPORT FOR EMPLOYEES
Goethe Welcome Centre (GWC)
Human Resources (Personalservices)

CONSULTING AND SUPPORT FOR STUDENTS AND DOCTORAL CANDIDATES
International Office
Study Advisory Service (Zentrale Studienberatung)
Goethe Graduate Academy (GRADE)
Student Services Organization (Studentenwerk)
Individual support for students at the medical faculty
General Student Assembly (AStA)
WellComeProjekt for International Students

SERVICES BY THE CITY OF FRANKFURT

REGULAR CHILDCARE SERVICES

FLEXIBLE CARE SERVICES
Flexible Childcare (Betreute Kinderzimmer)
Holiday Care for School Kids (Ferienspiele)
Childcare during Conferences
Back-up-Care
Flexible Care Arrangements outside Goethe University

SCHOOLS

FURTHER SERVICES FOR FAMILIES

FAMILY-ORIENTED INFRASTRUCTURE
Parent-Child Rooms and nursing rooms
Changing Tables
MobiKiZ – Mobile Nurseries

»GOETHE-KIDS« & NEWSLETTER FAMILYPLUS
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 fourth time in 2015.

FURTHER INFORMATION
A comprehensive information portal for families at Goethe University can be found at: www.family.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 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.

ADDRESS
Campus Westend
IKB-Building
Eschersheimer Landstr. 121-123
60322 Frankfurt
www.family.uni-frankfurt.de
SARA SCHLICHTING
Family Service Coordinator
Room 1070
Tel +49 69 798-18688
s.schlichting@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 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
**BENJAMIN KIRST**  
Family Service Coordinator  
Room 1070  
Tel +49 69 798-18124  
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 and their children

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**Doris Paare**  
Office  
Raum 1750  
Tel +49 69 798-18577  
paare@em.uni-frankfurt.de

**Main consulting competence and related duties**

- Administration of registrations by employees for the university day-care centers (Campuses Riedberg and Westend)
CONSULTING AND SUPPORT FOR EMPLOYEES
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.

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 their 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
PEG-Building
»Studien-Center«
ground floor

Theodor-W.-Adorno-Platz 6
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, 13:00 – 16:00
Tues and Thurs, 9:00 – 12:00

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

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

ssc@uni-frankfurt.de
www.uni-frankfurt.de/36735485/zsb

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

Find further information in the GRADE flyer for doctoral candidates:
www.uni-frankfurt.de/52126443/201409_GRADEFlyerenglisch_WEB.pdf
INDIVIDUAL SUPPORT FOR STUDENTS AT THE MEDICAL FACULTY

Campus Niederrad, House 1, 2nd floor, Room 207
Theodor-Stern-Kai 7
60590 Frankfurt
Monika Duderstadt, Diplom-Psychologin
Tel +49 69 6301 7344
Fax +49 69 6301 7337
monika.duderstadt@kgu.de
www.med.uni-frankfurt.de/stud/familie

Areas of Expertise:
- Individual support for students challenged by parenthood, chronic diseases as well as disabilities, high performance sports
- Learning strategies, learn-to-learn-coaching
- Time management

Opening hours:
Thursday, 10 to 12 a.m.
as well as after previous agreements
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)
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](mailto:soziales@asta.uni-frankfurt.de)
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.

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
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/en

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

INTERNATIONS - 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, 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 three 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 NIEDERRAD

Contact
Angelika Cron

95 places
for children age 0 to 6

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

KINDERTAGESSTÄTTE 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.
CAMPUS WESTEND

KINDERTAGESSTÄTTE CAMPUS KITA
Kita-Westend
60629 Frankfurt am Main
Tel +49 69 780-17262
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, Nina Behlau
and Rossi Stiegler
Up to 11 places
for children aged 6 months to 3 years
Opening hours:
7:30 – 17:00

A childcare facility in cooperation with the Studentenwerk Frankfurt.

Contact
Ms Schmidt, Mr Schneider
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.

CAMPUS WESTEND

KINDERTAGESSTÄTTE CAMPUS KITA
Kita-Westend
60629 Frankfurt am Main
Tel +49 69 798-17262
Fax +49 69 5979-3168
campus-kita@bvz-frankfurt.de
30 places in a Toddler Group
(for children between 6 months and 3 years of age)
and a group of mixed ages
(for children aged of 1 to 7).

Opening Hours:
7:30 – 18:00

Contact
Melanie Hardwiger

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

Please find further information as well as a registration form on our website (German): www.familie.uni-frankfurt.de/grosskita-riedberg or send an email to neue-kita-riedberg@uni-frankfurt.de
FLEXIBLE CARE SERVICES

Whether on holiday or in everyday university life: The numerous 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 WESTEND

In the Campus Kita
(Address under regular care services)
60629 Frankfurt am Main

Contact
Asmaa Bouftila
Tel +49 69 798-34916
and +49 1520 2871892
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 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.familie.uni-frankfurt.de/ferienspiele](http://www.familie.uni-frankfurt.de/ferienspiele)

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**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).

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**BACK-UP-CARE**

There is a contract between 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 whether your department / collaborative research centre 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

A suitable babysitter can be found at 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

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
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.familie.uni-frankfurt.de
PARENT-CHILD ROOMS AND NURSING 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 their child sleeps or plays. Small group meetings can also take place here.

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 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 12 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:
www2.uni-frankfurt.de/48498023/03_Wickelmoeglichkeiten

CAMPUS WESTEND
CLUSTER OF EXCELLENCE
»THE FORMATION OF NORMATIVE ORDERS«
Please contact the front desk in the entrance hall.

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).

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

CAMPUS NIEDERRAD / UNIKLINIK
HAUS 23 (MAIN BUILDING)
In basement restrooms (central emergency department)

HAUS 15 B
Ground floor, in the restroom for the disabled
CAMPUSS 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 12) or Ms. Nohut
(ground floor, room 8) for the keys.

CAMPUSS RIEDBERG

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 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 restrooms
MOBIKIZ – Portable Playrooms

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
  Komm (students house)
  House 18a, at the Cafeteria
- Campus Westend
  IG-Farben-Building, at the gate
- Campus Westend
  Lecture Hall Center
  (Hörsaalzentrum), at the
  Studentenwerk’s counseling
  center (ground floor)
- 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
  Room -1.408, Ms. Braun
- 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