

Registration for admission to the child care-center

Child care facility:		<input type="checkbox"/> Campus Kita Westend (from 12 month) <input type="checkbox"/> Kita Zauberberg, Riedberg (from 6 month) <input type="checkbox"/> Kita Kairos, Riedberg (from 3 month)	
<input type="checkbox"/> Nursery		<input type="checkbox"/> Kindergarten	
Name, first name of the child		Date of birth	Gender <input type="checkbox"/> female <input type="checkbox"/> male <input type="checkbox"/> divers
First language / p.r.n. second language of the child			
Desired date of admission _____		Brother oder Sister in child care facility <input type="checkbox"/> Westend <input type="checkbox"/> Zauberberg <input type="checkbox"/> Kairos	
Name, Parent first name: first name: <input type="checkbox"/> single parent <input type="checkbox"/> child lives in the same home		Name, Parent second name: first name: <input type="checkbox"/> single parent <input type="checkbox"/> child lives in the same home	
Address street: post code, city: phone at home: phone at work: cell phone: E-Mail:		Address street: post code, city: phone at home: phone at work: cell phone: E-Mail:	
Employed at the Goethe University as: <input type="checkbox"/> research staff <input type="checkbox"/> administrative/technical staff <input type="checkbox"/> other faculty: department: contract period:		Employed at Goethe University as: <input type="checkbox"/> research staff <input type="checkbox"/> administrative/technical staff <input type="checkbox"/> other faculty: department: contract period :	
Additional information on the social situation (optional)			
Date und signature parent/guardian			

Please fill in at the computer and send the document by mail to: paare@em.uni-frankfurt.de. As soon as we receive your document, you'll get a confirmation. Please make sure your email is correct.

FAQ – Childcare for Children of Employees at the Goethe University

Employees of the University who would like to register their child(ren) in the kindergarten(s) close to the University – Campus Kita on Campus Westend, Kita Zauberberg and Kita Kairos on Campus Riedberg – will find registration forms in German and English in the right-hand column. Please fill out one registration form per child on the computer and send it signed to Ms. Paare (contact on the right).

What is the Goethe University Kita advisory board and when do the meetings take place?

A Kita advisory board allocates the childcare places for children of employees at the Goethe University. It consists of representatives of the staff council, the family service, the day care centres and the president in charge.

Each Kita advisory board of the Campus Kita Westend and the Kita Zauberberg meets in February and June. The board of Kita Kairos meets in February, June and October. The statutes of the Kita Advisory Boards are accessible in the column on the right hand.

What are the criteria for the allocation of places?

The places are assigned according to fixed and transparent criteria, which, apart from a few additions, essentially correspond to those of the City of Frankfurt. You will find further information on the registration procedure in the right-hand column.

How can I find out whether my child has received a place?

As soon as the respective Kita advisory board has decided to whom the places will be allocated, the parents will receive an official confirmation within 14 days after the advisory board meeting by Mrs. Paare.

Please note: If you have not received a confirmation, unfortunately your child will not get a place. However, the child(ren) will remain on the registration list. We ask for your understanding that for organisational reasons we do not send any refusals and therefore cannot inform all parents about the status.

What to do if we accept a care place at another institution?

Unlike the municipal institutions, the childcare places for employees of the Goethe University are not recorded centrally. We will not get any information if you have received a childcare place elsewhere.

In this case, please make it easier for us by a short updating e-mail to Mrs. Paare (contact on the right).

Does an additional registration via "Kindernet Frankfurt" make sense?

In view of limited capacities, we strongly recommend that you make other efforts to find a childcare place. Residents of the city of Frankfurt must register via the online portal "Kindernet Frankfurt".

Further information as well as a manual on how to use the portal in English is available for downloading in the right-hand column and at: <http://www.kindernetfrankfurt.de/>.

Important to know: If you receive a confirmation for a childcare place via the portal, you are initially blocked for the other institutions and no longer visible. So do not hesitate too long to accept or reject a particular institution if you favour it.