



## INFORMATION FOR STUDENTS WITH CHILDREN

### Extension of the Standard Period of Study

Applications by students with children should be submitted to the Central Office of Examinations

### Maternity and Parental Leave for Students

Applications can be submitted to the Student Registration Office by pregnant students or students caring for babies and very young children

### Withdrawal from Examinations

Applications to withdraw from examinations can be submitted to the Central Examination Office Students, when children fall ill or during maternity leave

### Part-Time Study

Students caring for children and relatives whilst on programmes of study governed by the Framework Examination Regulation (Rahmenprüfungsordnung) can apply to the Central Office of Examinations to pursue their studies on a part-time basis

### Priority Registration for Compulsory Courses with Scheduling Options

In most Faculties, students with children have priority registration for compulsory courses that are offered at more than one time

### Central Student Advisory Service

Tel: +49 3834 86-1293  
zsb@uni-greifswald.de

### Central Office of Examinations

Tel: +49 3834 86-1278  
zpa@uni-greifswald.de

### Student Registration Office

Tel: +49 3834 86-1292  
bernd.ebert@uni-greifswald.de

### Mensa-“Kindertellerkarte”

Free meals for children aged up to 10 years in the refectories run by the Studentenwerk

### Mensa-“Freitischkarte”

Students with children, who receive state benefits themselves or for their children, are eligible for a 50 Euro credit voucher redeemable in the refectories run by the Studentenwerk

### Children’s Play Areas in the Refectories

Play fort and roof garden playhouse

### Living with Children in Student Accommodation

Family-suitable flats are available for students with children

### Parent-Children Café

Monthly get-together for students with children, organised by the AStA and the Studentenwerk Counselling Service

### Studentenwerk Counselling Service

Advice on social personal, financial and academic matters  
Tel: +49 3834 86-1704  
beratung@studentenwerk-greifswald.de

### AStA – Office for Gender Equality and Students with Children

Tel: +49 3834 86-1750  
gleichstellung@asta-greifswald.de

### Students with Children in the UMG

Support and advice for students of dentistry and medicine  
studikids-umg@uni-greifswald.de  
www.facebook.com/studikids.umg

## CONTACTS

### Family Service Office

Central point of contact for queries relating to studying or working at the University with children, coordinates childcare and other offers made by the University like holiday activities, babysitters and toy boxes

Tel: +49 3834 86-1236  
familienservice@uni-greifswald.de

### Coordinator for the “Familie in der Hochschule” Charter

Family Friendly Workplace at the University of Greifswald, Steering Group “Family Friendly University”, implementation of the “Familie in der Hochschule” Charter

Tel: +49 3834 86-1188  
kristina.lisek@uni-greifswald.de

### Central Gender Equality Officer

Conceptual development and coordination of the implementation of measures to promote equality between the sexes and work-life balance, advises University leaders on matters relating to gender equality and work-life balance

Tel: +49 3834 86-1108  
gleichstellungsbeauftragte@uni-greifswald.de

### Welcome Centre and International Office

First point of contact for international students and staff with family obligations

Tel: + 49 3834 86-1175  
www.welcome-centre-greifswald.de

### PFIFF

First point of contact for staff at the University Hospital

Tel: + 49 3834 86-5539  
pfiif@uni-greifswald.de

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» [www.uni-greifswald.de/familienfreundlich](http://www.uni-greifswald.de/familienfreundlich)



# A Family Friendly University

policies  
facilities  
programmes  
information

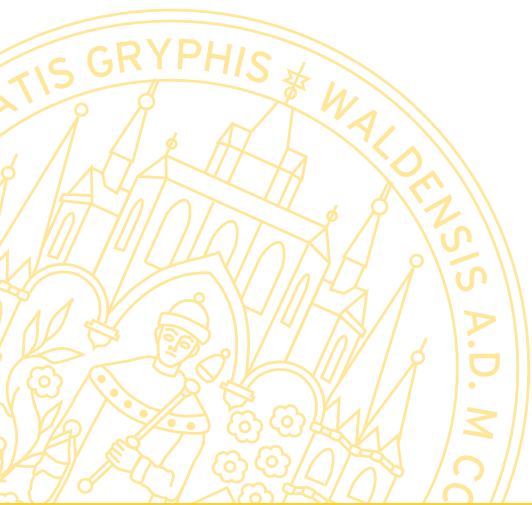




## DEAR MEMBERS OF THE UNIVERSITY,

at the University of Greifswald, supporting our members to balance the needs of their families with the demands of studying or with their professional obligations is a key concern. We aim to be a family friendly university and have initiated a variety of measures to ensure that family life can be reconciled with studying and with research, teaching or administrative work. This leaflet offers an overview of how we can support you and your family in your individual situation.

Yours sincerely  
Prof. Dr. Johanna Eleonore Weber  
Rector, Ernst-Moritz-Arndt-University of Greifswald



## A FAMILY FRIENDLY UNIVERSITY

**University of Greifswald Work-Life Balance Strategy**  
Comprehensive analysis of strengths and weaknesses with definition of commensurate measures on the basis of the "Familie in der Hochschule" Charter  
[www.uni-greifswald.de/familienfreundlich](http://www.uni-greifswald.de/familienfreundlich)

### "Family Friendly Workplace at the University of Greifswald" Certificate

Internal award for institutes and departments with an especially supportive working environment for students and staff with families

### Mobile Toy Boxes and KidsBox

Toys and books to keep children entertained during and whilst waiting for appointments in various institutes and departments

### Breastfeeding and Baby Care Room

Located in 15a Friedrich-Ludwig-Jahn Street

### Welcome Packages

Members of the University with young children can pick up a welcome package from the Family Service Office

### Baby Changing Facilities

Available in numerous institutes and departments

### Children's Sport

Sporting activities for 4–6 year olds (University Sport Centre)

### Family University

Popular science lectures aimed at a general audience of all ages, in cooperation with the Bürgerhafen Greifswald



## CHILDCARE

### Emergency Childcare\*

The University provides a central facility known as the Familienwohnung, where the children of University employees, students, and guests are looked after by qualified childcare staff during events or in emergencies.

### Childcare Staff

The University employs childcare staff with certified training and pedagogical qualifications to provide emergency childcare cover, keep children entertained during conferences or other events, and to run activity programmes for children during school holidays

### School Holiday Activities\*

A fun programme for primary school children in the Easter holidays and autumn half-term break

### Babysitter-Pool\*

A pool of students with childminding experience

### Childcare Centre "Campuskinder"

Childcare facility run by the Studentenwerk for the children of students and University staff

\*To access these services please contact the Family Service Office!



## INFORMATION FOR CARERS

### Carers' Leave for Students

Students caring for family members who are sick or need constant support can submit applications for leave to the Student Registration Office

### Extension of the Standard Period of Study

Applications by students caring for a family member should be submitted to the Central Office of Examinations

### Part-Time Study

Students caring for children and relatives whilst on programmes of study governed by the Framework Examination Regulation (Rahmenprüfungsordnung) can apply to the Central Office of Examinations to pursue their studies on a part-time basis

### Short-Term Carers' Leave

University employees can apply for up to 10 days leave to provide acute care for close relatives

### The Home Care Leave Act (Pflegezeitgesetz)

Period of leave or reduced working hours for carers

### The Family Care Leave Act (Familienpflegezeitgesetz)

Reduced working hours for a period of up to 24 months in order to remain in the work place whilst caring for a relative at home



## INFORMATION FOR EMPLOYEES WITH CHILDREN

### Academic Temporary Contract Act (Wissenschaftszeitvertragsgesetz (WissZeitVG))

Extension of employment contract by the amount of time taken as statutory parental leave

### Family Policy Component (Familienpolitische Komponente)

Possibility to extend the so-called "qualification phase" for an academic by two years for each child living in his or her household

### Flexible Parental Leave due to Elterngeld Plus

Up to 24 months parental leave can be taken between a child's 3rd and 8th birthday (only for children born on or after 1st July 2015)

Provisions for Beamten may differ!

### Personnel Department

Tel: +49 3834 86-1341  
[persdez@uni-greifswald.de](mailto:persdez@uni-greifswald.de)

### Staff Council

Tel: +49 3834 86-1166  
[persrat@uni-greifswald.de](mailto:persrat@uni-greifswald.de)

