

## Service

### Dining hall (Mensa)

Children up to the age of six years can eat free of charge at Mensa II, Veggie N° 1 and the Lankwitz dining hall. Parents who present a valid student ID and have a Mensa-Card themselves can request a MensaKidsCard.

### Information and communication platforms

- “FU und Familie” mailing list  
current informations about family topics for faculty and staff members and students
- Dual Career & Family Service Wiki  
lists of nursery schools, schools and care organizations
- Dual Career & Family Service Blackboard course  
discussion forum for faculty and staff members and students

### Social counseling

The Studentenwerk Berlin social counseling team is available as a capable point of contact for issues concerning ways of financing a study program.

[www.studentenwerk-berlin.de/bub/sozialberatung](http://www.studentenwerk-berlin.de/bub/sozialberatung)

### Contact

Dual Career & Family Service

Rudeloffweg 25/27

14195 Berlin

Tel.: (030) 838-51137

Fax: (030) 838-451137

[dcfam-service@fu-berlin.de](mailto:dcfam-service@fu-berlin.de)

[www.fu-berlin.de/family](http://www.fu-berlin.de/family)



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Freie Universität  Berlin



Dual Career & Family Service

# Balancing Family and an Academic Career

[www.fu-berlin.de/family](http://www.fu-berlin.de/family)



Photo: Tonia Andresen

## Family-friendly higher education institution

To enhance compatibility between academic careers and family life, Freie Universität Berlin strives to ensure a family-friendly environment. As part of the *audit familiengerechte hochschule* (family-friendly higher education audit) program, Freie Universität has already taken a number of actions since 2007 to ensure that academic activities are organized to be friendly toward families. In addition, the university signed the “Familie in der Hochschule” (Family on Campus) charter in 2015. Both certificates are a sign that Freie Universität is continuously working to provide its students with even better support as they balance family obligations and their studies.

### Advising

Students can turn to the Dual Career & Family Service in person, by phone, or via e-mail for advice on all aspects of balancing family and an academic career.

## Family-friendly organization of studies

### Preferential registration for courses

Students who have children or other family members who require care are eligible for preferential admission to impacted classes and practical courses. Students who wish to utilize this system must contact the appropriate study or examination office early on, at the start of the registration period.

### Obligation to attend classes

The Departments have agreed that wherever possible, they will schedule courses that are relevant to exams so that attending these courses is compatible with family responsibilities. Even so, students with family responsibilities can still have a hard time meeting the obligation to attend classes. In these situations, students have the option to agree on reasonable substitute coursework with the instructor.

## Semesters spent on leave

Pregnancy, caring for a child during the first years of the child’s life, or caring for a family member are grounds for taking leave. Students can attend lectures and courses and earn credit for their coursework even during a semester-long leave of absence. For detailed information, please contact the study and examination offices of the specific Departments.

### Part-time studies

Students with family obligations can apply to study part-time. Please bear in mind that this may affect payments and benefits that are not directly related to the university – such as BAföG student aid, health insurance premiums, or housing eligibility. Each semester spent studying part-time is counted as one-half of a normal semester within the student’s subject, so one semester in the subject (*Fachsemester*) can be completed in two semesters of higher education (*Hochschulsemester*).

## Childcare at Freie Universität

### Nursery school (Kindertagesstätte)

The nursery school operated by the Studentenwerk Berlin student union offers full-day childcare. As a basic principle, anyone affiliated with Freie Universität Berlin is eligible to enroll his or her children in early education at the nursery school from the age of two months up to school age, provided that the nursery school has enough spots available.

Tel.: (030) 93939-8470 | [www.studentenwerk-berlin.de/kita](http://www.studentenwerk-berlin.de/kita)

### Parent-and-child rooms (Eltern-Kind-Zimmer)

Freie Universität Berlin has established parent-and-child rooms at various locations to serve students, faculty and staff members, and guests. Each parent-and-child room is generally equipped with a play corner and a workstation. Many Departments and some libraries also offer nursing and baby changing rooms. New facilities are being added on an ongoing basis; for information, please visit the website of the Dual Career & Family Service.