

Application for childcare subsidy for student parents

(as of 13 May 2022)

1. Personal data	
Name	
Address If necessary telephone number for queries	
E-mail	
Date of birth	
The application is submitted for the following semester:	Summer semester 20_____
	Winter semester 20_____/_____
Name and date of birth of the child/children being cared for	
2. Details on the care situation	
Information on municipal funding (if applicable).	My approved day carer supported with a subsidy of _____ euros/hr.
When do you need childcare?	The hours of care are specified in the care contract, which I attach to the application.
	During a particular course that takes place, _____ (weekday) from _____ to _____ (h). During a block seminar/internship, which takes place on _____ (date) from _____ to _____ (h).
	During an exam on _____ (date).
3. Tax-relevant details/bank account	
I hereby confirm that I acknowledge that the childcare allowance for student parents may only be paid for periods used for the purposes of study. If an employment relationship with the University of Göttingen or UMG exists (e.g. as a student assistant), I confirm that I will only apply for the subsidy for periods of study.	
Place of the tax office	
Bank account IBAN	
BIC	
4. Necessary attachments	
	Copy of the care contract (please enclose a copy of the care contract with each application, even if it has not changed).
	Certificate of enrolment (please provide the certificate of enrolment for the semester for which you are applying).
4a	Optional attachment
	List with irregular care hours.

	Explanation of why supervision is necessary during the lecture-free period.
4b	At the end of the semester, I submit the following documents (<i>without these documents, your application cannot be settled and released for payment</i>)
	Proof of the hours of care (which can be a copy of the hourly records that the caregiver and you keep for the Youth Welfare Office or a list kept by you and signed by the caregiver/babysitter).
	Proof of payment for the costs incurred (these can be accounting vouchers, receipts or bank statements. In the case of bank statements, please black out all information, which is not related to the payment to the day care worker).
5. The small print	
<p>I am aware that the funds of this grant are limited and that there is no legal entitlement to financial aid. The application is valid for one semester; I can submit a new application in the next semester. With my signature, I confirm that I have taken note of the data protection information and affirm the accuracy of my information, which is mandatory for an evaluation under tax and social security law. I am aware that the university reports the subsidies paid out to my competent tax office within the framework of the notification ordinance.</p>	
<hr/> Place, date, signature	

To be completed by the institution or family service:

Sachkonto	Kostenstelle	Auftrag	Betrag
694700			

sachlich richtig	rechnerisch richtig
_____	_____
Unterschrift	Unterschrift
Belegnummer	

Anlage Buchungsvorgaben:

Vorgang:	Sachkonto:	Buchungstext:
Zuschuss Kinderbetreuung Studierende	694700	Buchungstext: Vor-und Zuname des Studierenden, ZS KB (Abkürzung für Zuschuss Kinderbetreuung);