

CSC CAMPUS SERVICE CENTER

Family Passport

The Family Passport aims to support students with family duties to reconcile studying and family.

The following advantages are offered by the Family Passport:

- ▶ Special consideration for course enrollment
- ▶ Individual part-time studies
- ▶ Entitlement to receive additional vacation semesters
- ▶ Individual examination plan (only in exceptional cases)
- ▶ Granting of a parking permit
- ▶ Purchase of a “kids-meal” in the Mensa

In order to receive the Family Passport, please visit the Campus Service Center during our opening hours.

Please show a proof of entitlement (e.g. birth certificate or “Mutterpass”) for the application. The overall process just takes a few minutes. After the necessary data have been initialized within the administrative system, you can revalidate your student ID card that will show a new remark.

Further information and offers for students with family duties can be obtained from the › family office (<http://www.ovgundfamilie.ovgu.de/en/>).

Contact

Otto-von-Guericke-Universität Magdeburg

Universitätsplatz 2

39106 Magdeburg

Campus Service Center

Building 18 - Room 153

Tel.: +49 (0) 391 67 50 000

Fax: +49 (0) 391 67 41 890

✉ servicecenter@ovgu.de

Office Hours CSC

Monday - Thursday:

10am - 12 noon and 1pm - 3 pm

Fridays and before public holidays:

10am - 12 noon

FAQ Top5

› **De-Registration**

› **Transcript of Records**

› **Thesis Submission**

› **International student applicants**