Checklist for families

Insurance

☐ check whether your current insurance policy will directly cover the costs of medical treatment of your family in Austria and if necessary, take out a health insurance policy. Please note that Third Country Citizens will have to prove insurance for their entry and residence permit application.
  ▪ employees of TU Graz: co-enrol your children with the BVA insurance (you will need to have your insurance papers from BVA before starting this process; usually it takes about one month, to expedite the process please consult the Welcome Center).
  ▪ students: please consult the insurance provider that you will choose and ask them about co-insurance. The Styrian GKK is the primary insurance company which is recommended for students.

Health and Sickness

☐ make sure you identify a paediatrician close to your home; the Welcome Center can assist you with contacts to English speaking doctors
☐ please familiarize yourself with required and recommended immunizations for your child (e.g. tick-borne encephalitis)
☐ never send a sick child to school/kindergarten – a note from the doctor confirming the health status may be required
☐ notify your employer on the 1st day if you need to take parental sick leave – up to 2 weeks per year in many companies (incl. TU Graz)
☐ there are ‘day’ nannies that take care of sick children for a hourly fee

General information (childcare/school)

☐ please contact Childcare Services at TU Graz if you are planning on coming to Graz with your children.
☐ please note that there is a central office of the city of Graz that handles all childcare and school placements in Graz – the ABI Service.
☐ the Kinderdrehscheibe is a platform with helpful information regarding childcare

Childcare

☐ please note that even public childcare services are subject to a fee, but are heavily subsidized
☐ TU Graz has its own kindergarten: Nanoversity and flexible childcare (fleki)
Children are admitted to kindergarten from age 3 onwards; anything before is crèche or other childcare. Please note that Austria entertains a “day nanny” system called Tagesmutter as an alternative form of childcare up to age 5. Please note that there is a compulsory kindergarten year for children in Austria before they enter school. The half-day placement in a kindergarten is free of charge in this year.

School

- You may select up to three schools close to your home for placement for primary school (Volksschule); from grade 5 onwards a specific school is to be selected; all placements are handled by the above-mentioned ABI Service; please note that there are deadlines to be observed with regard to school placements.

Furthermore:

- The attendance of regular public school is free of charge; there is usually a fee for after-school care and meals; private schools are allowed to charge fees.
- School-aged children (from 6 years on) staying in Austria for more than 6 months have to attend school.
- In Austria there are 9 years of compulsory education from the 6th birthday of your child(ren) on (cut-off dates).
- The school forms are primary school (Volksschule) from grade 1-4; secondary school (Gymnasium, Neue Mittelschule) from grade 5 on; grades 5-12/13 various school forms (Gymnasium, technical schools etc.)
- Please contact your school with regard to a student public transport pass for your child(ren).

Childcare Benefits

- Families with main residence in Austria are entitled to family allowance from the state (Familienbeihilfe), which is paid regardless of the income of the parents for children under the age of 18 and can be extended until at most the end of the 24th birthday of the child under certain pre-defined conditions.
- The application is to be submitted with the residential tax office (Finanzamt) in person or writing.
- Family allowance can be granted at any time and retroactively up to five years, dated form the month of application; for children born in Austria this comes into force automatically.
the parents of children, including foster and adopted children, are eligible to receive childcare allowance (Kinderbetreuungsgeld) regardless of the employment status

the center of life and primary legal residence of the parents has to be in Austria

the amount of childcare allowance depends on the length of parental leave – different models

parents must share a common household with the child

complete records of the medical check-ups for both mother and child and a Mother-Child-Pass (Mutter-Kind-Pass) must be registered by the child’s 18th month of age

for children not born in Austria a special application has to be handed in with the insurance provider

due to the maternity protection act pregnant women are protected from working 8-16 weeks prior and from 8 up to 16 weeks after giving birth to their child(ren); depending on the employer the mother will receive a compensation payment during this time; please note that employment in Austria prior to the maternity protection is a prerequisite to receive the benefits

Special information EU/EEA and Swiss Citizens:

the member state where the parent is employed is responsible for the payment of family benefits (including family and childcare allowance); in the country of residence, an equalization payment may be granted if the family benefits are lower than in the country of employment (there are other special provisions that apply).

Parental Leave (Childbirth)

begins at the earliest at the end of the maternity protection period (8-16 weeks) and lasts until the latest the 2nd birthday of the child (upon agreement with the employer)

during this time the parent on leave’s salary is substituted by childcare allowance

the parent on leave may additionally work part-time

up to the school entrance age of the child the parent may return to the company part time if certain provisions apply (company has more than 20 employees; work contract for more than 3 years including parental leave period)
Benefits

- Two and More (Zwei und Mehr) is the family portal of the province of Styria, an internet platform that compiles all information on the topic of families and children; with their Styrian family pass (Steirischer Familienpass) you may receive benefits as a family; Please note that the application is only possible once you are a recipient of family allowance.

Feel free to contact the Welcome Center of TU Graz for help!