

99041018018000

# Elternzeit Beratung

Heruntergeladen am 08.06.2025

<https://fimportal.de/xzufi-services/100216149/B100019>

Modul	Sachverhalt
Leistungsschlüssel	99041018018000
Leistungsbezeichnung I	Elternzeit Beratung
Leistungsbezeichnung II	Parental leave: advise and inform
Typisierung	6 - Allgemeine Hinweise, nicht spezifische für eine Leistung
Quellredaktion	Bund
Freigabestatus Katalog	fachlich freigegeben (gold)
Freigabestatus Bibliothek	unbestimmter Freigabestatus
Begriffe im Kontext	
Leistungstyp	Leistungsobjekt mit Verrichtung
Leistungsgruppierung	
Verrichtungskennung	Beratung (18)
SDG-Informationsbereich	
Lagen Portalverbund	Vor der Geburt (1010100), Nach der Geburt (1010200)
Einheitlicher Ansprechpartner	Nein
Fachlich freigegeben am	12.10.2023

Modul	Sachverhalt
Fachlich freigegeben durch	Federal Ministry for Family Affairs, Senior Citizens, Women and Youth (BMFSFJ)
Handlungsgrundlage	<a href="https://www.gesetze-im-internet.de/beeg/index.html">https://www.gesetze-im-internet.de/beeg/index.html</a>
Teaser	When you become parents, you are entitled to unpaid time off from work, provided you meet certain requirements. You must register the parental leave with your employer in writing.
Volltext	<p>Parental leave is unpaid time off for parents after the birth of a child. Your employer must release you from work for up to 3 years per child.</p> <p>During this time, you have special protection against dismissal and do not receive a salary. However, compensation through parental allowance is possible and must be applied for separately.</p> <p>The Federal Ministry for Family Affairs, Senior Citizens, Women and Youth (BMFSFJ) has made various advice centers and information materials available on the subject of parental leave.</p> <p><b>**Start**</b></p> <p>Parental leave begins</p> <ul style="list-style-type: none"> <li>• for mothers, after the maternity protection period, i.e. 8 weeks after the birth of the child.</li> <li>• for the other parent, from the birth of the child at the earliest.</li> </ul> <p><b>**Relation to the child**</b></p> <p>Parental leave is possible for</p> <ul style="list-style-type: none"> <li>• biological children.</li> <li>• natural children of your wife or husband or your partner.</li> <li>• children for whom you as the father have applied for an acknowledgment of paternity or a determination of paternity, even if a decision on your application has not</li> </ul>

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yet been made.

- Foster children in full-time care.
- Adopted children, even if the adoption proceedings are still ongoing, so-called "child in adoption care".
- Grandchildren, if one of the child's parents is a minor or is in education that began before the child's 18th birthday, provided both of the child's parents are not taking parental leave
- Siblings, nieces or nephews, grandchildren, or great-grandchildren, for example, if both parents have a serious illness or disability or are deceased.

### **\*\*Planning\*\***

Both parents can take 3 years of parental leave each, regardless of whether the other parent also takes parental leave.

You can divide the parental leave into up to 3 periods or take it all at once. The decisive factor for the division is whether the parental leave or parts of the parental leave were taken

- before the 3rd birthday or
- between the child's 3rd and 8th birthdays.

of the child. With the employer's consent, more sections can also be taken.

### **\*\*Registration\*\***

You register the parental leave in writing, but informally with the employer. The deadline for registration is

- within the first 3 years of the child's life, no later than 7 weeks before the desired start of parental leave,
- from the child's 3rd birthday until the child's 8th birthday, no later than 13 weeks before the desired start of parental leave.

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Your employer is obliged to confirm the parental leave.

**\*\*Information on parental leave\*\***

The Federal Ministry for Family Affairs, Senior Citizens, Women and Youth (BMFSFJ) provides further information and contact details for advice centers to find out about parental leave. These are, for example

- the family portal on the Internet
- the brochure "Elterngeld und Elternzeit"
- the service telephone of the family portal
- the search for authorities for on-site advice

**Erforderliche Unterlagen**
**Voraussetzungen**

The prerequisite for parental leave is that you

- work as an employee full-time, part-time, on a fixed-term contract (mini-job) or from home. Your place of work can be in Germany or abroad, but your employment relationship must be in accordance with German labor law,
- live in the same household as your child
- take care of and raise the child yourself,
- not work at all or not more than 32 hours per week during parental leave.

**Kosten**

There are no costs involved.

**Verfahrensablauf**
**Bearbeitungsdauer**
**Frist**
**weiterführende Informationen**

<https://familienportal.de/familienportal/familienleistungen/elternzeit>  
<https://www.bmfsfj.de/resource/blob/185424/5b90c242725e545669b2e7536503c75b/elterngeld-und-elternzeit-data.pdf>  
<https://www.bmfsfj.de/BMFSFJ/Service/servicetelefon-kontakt.html>

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<https://www.bmfsfj.de/bmfsfj/themen/familie/familienleistungen/elterngeld/elterngeldstellen-und-aufsichtsbehoerden/elterngeldstellen-und-aufsichtsbehoerden-in-elterngeldangelegenheiten-73716>  
<https://familienportal.de/dynamic/action/familienportal/126404/suche>

## Hinweise

There are no clues or specifics.

## Rechtsbehelf

## Kurztext

- Parental leave consultation
  - Expectant parents are entitled to unpaid time off from work Parental leave covers up to 3 years
    - can be split up until the child's 8th birthday
    - both parents can take parental leave, regardless of whether the other parent also takes parental leave
    - special protection against dismissal during parental leave applies
    - no salary payment during parental leave
    - compensation through parental allowance possible
    - parental allowance must be applied for separately
  - Parental leave begins
    - for mothers after the maternity protection period, i.e. 8 weeks after the birth of the child.
    - for the other parent from the birth of the child at the earliest
    - parental leave can be divided into 3 time periods
    - The decisive factor for the division is whether the parental leave or parts of the parental leave are taken
      - before the 3rd birthday or
      - between the 3rd birthday and the 8th birthday of the child.
    - child is taken.
  - Parental leave is possible for
    - natural children
    - natural children of wives or husbands or civil partners
      - children for whom an acknowledgment of paternity exists or is in progress
      - foster children in full-time care
      - adopted children, so-called "children in adoptive care
      - grandchildren, if one of the child's parents is a minor or in training

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- for sister or brothers, nieces or nephews, grandchildren or great-grandchildren, e.g. if both parents have a serious illness or disability or have died
- Registration for parental leave: in writing, but informally with the employer
- Deadline for registration:
  - within the first 3 years of the child's life, no later than 7 weeks before the start of parental leave
  - from the 3rd birthday to the day of the 8th birthday no later than 13 weeks before the start of parental leave
- Employer is obliged to confirm parental leave
- Information on parental leave provided by the BMFSFJ:
  - Family portal on the Internet
  - Brochure "Parental allowance and parental leave"
  - Service telephone of the family portal
  - Search for authorities for local advice
- responsible: Service team of the Federal Ministry for Family Affairs, Senior Citizens, Women and Youth (BMFSFJ)

## Ansprechpunkt

## Zuständige Stelle

## Formulare

## Ursprungsportal

Elternzeit Beratung, Elternzeit Beratung