

# HELP AND GUIDANCE FOR STUDENTS

## Advisory services for students of the University of Fine Arts Münster

During your studies, questions may come up or problems may arise that you cannot solve on your own or for which you would like to get support. In such situations, please do not hesitate to make use of the advisory services listed here in alphabetical order:

### Art Law Clinic – Free Legal Advice for Artists

The Art Law Clinic provides a free service by law students of the University of Münster who advise art students on fundamental legal issues.

„Art Law Clinic“ ITM – CivilLaw Department: <https://www.itm.nrw/en/forschung/projekte/art-law-clinic/>  
Room 120.213, Leonardo-Campus 9, 48149 Münster  
Office hours: Wednesdays from 10:00 to 12:00 and by appointment  
[art-law-clinic@listserv.uni-muenster.de](mailto:art-law-clinic@listserv.uni-muenster.de)  
Phone: +49 (0)251 83 38618

YouTube – Art Law Clinic of the University of Fine Arts Münster (in German):  
<https://www.youtube.com/watch?v=F8Zln9GCLrs>

### Equal Treatment

As well as providing advice and support in matters of equal opportunities to students and other members of the university, the Equal Opportunities Officer participates in staff selection procedures, job interviews and appointment procedures and is an advisory member in relevant committees of the University of Fine Arts Münster in order to promote gender equality at the University of Fine Arts Münster.

### Equal Opportunities Officer

- Prof. Irene Hohenbücher – Equal Opportunities Officer  
Room 142, Phone: +49 (0)251 83 61142 [hohenbuechler@kunstakademie-muenster.de](mailto:hohenbuechler@kunstakademie-muenster.de)
- Wiebke Lammert – Deputy Equal Opportunities Officer  
Room 204, Phone: +49 (0)251 83 61204 - [w.lammert@kunstakademie-muenster.de](mailto:w.lammert@kunstakademie-muenster.de)

### Listening Phone for Students

Hotline for Students – Nightline Münster ([nightline-muenster.de](http://nightline-muenster.de)): <https://nightline-muenster.de/>

Nightline Münster is a student initiative offering an information and support hotline for students from all Münster universities. Whether it's topics such as exam anxiety, learning difficulties, relationship problems or planning for the next semester, Nightline Münster listens to you and can refer you to other contacts if necessary. All calls are treated confidentially.

Phone: + 49 (0)251 83 45400

During the lecture period: daily except Saturdays 21:00 – 01:00

Outside the lecture period: Mondays to Thursdays 21:00 – 01:00

## Maternity Protection

The Maternity Protection Act also applies to students during their pregnancy, after childbirth and while breastfeeding. Please contact the Student Service of the University of Fine Arts Münster about your pregnancy as early as possible so that the university can advise you on your maternity protection rights.

### Contact:

Student Service, room 208, 2nd floor

Opening hours: Mon to Thu 10:00 to 12:00 and 14:00 to 15:00

- Kathrin Brammer, Phone: +49 (0)251 83 61206 k.brammer@kunstakademie-muenster.de
- Esther Nienhaus, Phone: +49 (0)251 83 61207 nienhaus@kunstakademie-muenster.de

## Maternity protection rights at the University of Münster

For information on their maternity protection rights at the University of Münster, students of the teaching programmes should contact the **Student Maternity Protection Coordination Office** at the University of Münster Maternity Protection (uni-muenster.de): <https://www.uni-muenster.de/familien/en/studierende/mutterschutz.shtml>

## Sexual Discrimination, Harassment and Violence

In the *University of Fine Arts' Policy against Discrimination, Sexual Harassment and Violence* and in the *brochure Equal Treatment at the University of Fine Arts Münster*, the ways and means are shown and all contact persons are listed.

- **Policy of the Rector's Office against Discrimination, Sexual Harassment and Violence** (in German): <https://bit.ly/3mSYxgd>
- **Equal Treatment at the University of Fine Arts Münster** – Support and Counselling in Cases of Discrimination, Abuse of Power, Bullying, Sexual Harassment and Violence (in English) [Download]

The University of Fine Arts offers its students a free legal advisory service specialised in this field:

### **Law office Ladenburger & Lörsch – Strategies against sexualised violence**

Phone: +49 (0) 221 97 31 28-54, [info@ladenburger-loersch.de](mailto:info@ladenburger-loersch.de)

[www.ladenburger-loersch.de](http://www.ladenburger-loersch.de)

## Social Counselling of Studierendenwerk Münster (Student Support Service of Münster)

Counselling on various social issues, such as finances, housing, personal and social issues, studying as a parent, studying with disabilities and chronic illnesses.

Support – Studierendenwerk Münster ([stw-muenster.de](http://stw-muenster.de)): <https://www.stw-muenster.de/en/social-counseling/unterstuetzung/>

## Student Counselling

The Student Counselling advises and supports from a student perspective in questions of study organisation on all degree programmes at the University of Fine Arts.

Contact: Pascale Feitner, Mira Reeh

[lehramt.kunstakademie@kunstakademie-muenster.de](mailto:lehramt.kunstakademie@kunstakademie-muenster.de)

[freie.kunst@kunstakademie-muenster.de](mailto:freie.kunst@kunstakademie-muenster.de)

## Student Service

### **Study Organisation – Examination Office – International Office – Study Guidance**

The Student Service provides information on all questions regarding study planning and organisation throughout the course of studies. Whether it's about study plans, exams, overviews of academic achievements/Transcripts of Records, recognitions of academic achievements, changes of degree programme/class, re-registration, de-registration, questions about pregnancy and studying, semester fees, semester tickets, accident reports, stays abroad, scholarships, BAföG certificates or other attestations: the team will be happy to assist you!

### Contact:

Entrance room 208, 2nd floor, Phone: +49 (0)251 83 61208, [studierendenservice@kunstakademie-muenster.de](mailto:studierendenservice@kunstakademie-muenster.de)

**Opening hours:** Mon to Thu 10:00 to 12:00 and 14:00 to 15:00

## Students with Children

- Information from the University of Münster for students raising a child (uni-muenster.de): <https://www.uni-muenster.de/studium/en/hilfeundberatung/studierenmitkind.html>
- Information from the German National Association for Student Affairs for students with children: <https://www.studentenwerke.de/de/content/studieren-mit-kind>
- Info brochure “Successfully studying as a parent ...” from the German National Association for Student Affairs (Deutsches Studentenwerk): [https://www.studentenwerke.de/sites/default/files/stmk\\_gelingt\\_2.auflage\\_web\\_0.pdf](https://www.studentenwerke.de/sites/default/files/stmk_gelingt_2.auflage_web_0.pdf)

## Study Coordination/Academic Advice

The Study Coordination and Academic Advice supports students who would like to have credits transferred or academic achievements recognised. It is responsible for semester classifications, for the coordination of the practical semester in the teacher training programme and counselling in this regard.

Wiebke Lammert

Phone: +49 (0)251 83 61204, [w.lammert@kunstakademie-muenster.de](mailto:w.lammert@kunstakademie-muenster.de), room 204

Office hours: Mon to Thu, 10:00 to 12:00 and 14:00 to 15:00

## Studying with a Disability or Chronic Illness

The representative for students with disabilities and chronic illnesses is involved in particular in questions concerning the compensation of disadvantages with regard to studies and examinations, deals with complaints from those affected, and is involved in planning and organising the conditions of teaching and studying.

- Fairy von Lilienfeld – artistic-technical teacher, Painting Technique Workshop  
Room 075A, Phone: +49 (0) 251 83 61075, [lilienfe@kunstakademie-muenster.de](mailto:lilienfe@kunstakademie-muenster.de)

Information for students with disabilities on the website of Deutsches Studentenwerk (German National Association for Student Affairs, DSW): <https://www.studentenwerke.de/en/content/studying-disabilities>

## Liaison Students and Liaison Lecturers

The liaison students and liaison lecturers provide an individual safe space for open and confidential talk. The occasion for such a conversation is not limited in terms of content. Here, problems with personal urgency can be dealt with that are not covered by usual student counselling.

### Liaison Students

- Katrin Fischer, [katrinfischer@uni-muenster.de](mailto:katrinfischer@uni-muenster.de), Class of Prof. Castillo Deball, two-subject bachelor's programme for teaching degrees, at the University of Fine Arts since 2016
- Anne Hübecker, [a\\_huebe14@uni-muenster.de](mailto:a_huebe14@uni-muenster.de), Class of Prof. Hohenbüchler, single subject bachelor's programme for teaching degrees, at the University of Fine Arts since 2016
- Steve Knoll, [s\\_knol03@uni-muenster.de](mailto:s_knol03@uni-muenster.de), Class of Prof. Mik, Visual Arts and two-subject bachelor's programme for teaching degrees, at the University of Fine Arts since 2016
- Rebecca Sprague, [sprague@uni-muenster.de](mailto:sprague@uni-muenster.de)  
Class of Prof. Michael van Ofen, Visual Arts, at the University of Fine Arts since 2019

### Liaison Lecturers:

- Prof. Nicoline van Harskamp: Performative Art  
room 129, [vanharskamp@kunstakademie-muenster.de](mailto:vanharskamp@kunstakademie-muenster.de)
- Thomas Haubner: artistic-technical instructor, Screen and Digital Printing Workshop  
Phone: +49 (0)251 83 61077, [haubner@kunstakademie-muenster.de](mailto:haubner@kunstakademie-muenster.de)
- Verena Stieger: artistic-technical instructor, Ceramics Workshop  
Phone: +49 (0)251 83 61078, [stieger@kunstakademie-muenster.de](mailto:stieger@kunstakademie-muenster.de)

## Psychological Counselling

### Psychological Counselling Services *at the University of Münster*

- Psychological Counselling (uni-muenster.de) for students:  
<https://www.uni-muenster.de/ZSB/en/psychologische-beratung/psych.html>
- Psychotherapy Outpatient Clinic PTA – Willkommen (uni-muenster.de):  
<https://www.uni-muenster.de/Psychologie.pta/>

### Other Psychological Counselling centres *outside the University*

- Beratungsstelle Frauen-Notruf Münster e. V. (women's emergencies): <https://www.frauennotruf-muenster.de/>
- Beratungsstelle gegen sexualisierte Gewalt für Jugendliche und Erwachsene – Zartbitter e. V. (counselling centre for young people and adults against sexualised violence): <https://www.zartbitter-muenster.de/>
- Frauen helfen Frauen e. V. (women's counselling centre): <https://www.frauenhelfenfrauen-ev.de/>
- Beratung und Therapie für Frauen e. V. Münster (counselling and therapy for women) – Welcome (frauenberatung-muenster.de) (in English):  
<https://frauenberatung-muenster.de/index.php/wir-ueber-uns/wir-stellen-uns-vor-in-7-sprachen/52-englisch>

## Urgent Crises and Emergencies

### Help in an emotional crisis: Krisen-Notdienst (crisis emergency service of LWL Clinic Münster):

Phone: +49 (0)251 915550, on weekends from Friday 20:00 to Monday 08:00

### Clinic and Polyclinic for Psychiatry and Psychotherapy at Münster University Hospital:

Phone: +49 (0)251 83 56601, 24h on-call service

### Krisenhilfe Münster e. V.

Personal counselling in crises | Krisenhilfe Münster (krisenhilfe-muenster.de):

<https://krisenhilfe-muenster.de/angebote/persoene-liche-beratung-krise/>

Phone: + 49 (0)251 519005

Telephone hours: Mondays to Fridays from 17:30 to 19:30

Office hours: Mondays to Thursdays from 09:00 to 13:00

[kontakt@krisenhilfe-muenster.de](mailto:kontakt@krisenhilfe-muenster.de)