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## **Parental Guidelines for Students and Employees: Pregnancy and Childbirth Rights**

This document compiles the relevant information for the period of pregnancy, childbirth, and postpartum that occurred during the normative study period. [[Link to the full regulations](https://in.bgu.ac.il/acadsec/DocLib2/Parental-Guidelines.pdf)] <https://in.bgu.ac.il/acadsec/DocLib2/Parental-Guidelines.pdf>

### **Employment Rights**

According to the Women's Employment Law, 1954 ([law text](#)):

- An employee who has been employed for more than a year by the time of childbirth is entitled to a maternity and parenting period (formerly "maternity leave") of 26 weeks (six months).
- An employee who has been employed for less than a year by the time of childbirth is entitled to 15 weeks only.
- During the first 15 weeks of maternity and maternity leave period, the employee is entitled to maternity allowance from the National Insurance Institute (subject to meeting eligibility criteria). For the remaining period, the employee is not entitled to payment.
- Employees may shorten the maternity and parenthood leave to 15 weeks but cannot reduce it further unless they share the leave with their partner.
- **Sharing Leave with a Partner:** After six weeks post-birth, the partner may, with the consent of the mother, take the remaining leave, allowing the mother to return to work when the partner begins their parenting leave. For more details about maternity benefits and other rights, refer to the National Insurance website ([link to site](#)).



### **During Pregnancy**

- You must report your pregnancy no later than the fifth month to the departmental secretary, who will inform the HR coordinator for academic staff.
- It is advisable to coordinate teaching assignments with your department supervisor, the head of the teaching committee, or the course instructor for the period following your leave.

### **After Birth**

- Report the birth date to the departmental secretary and HR coordinator as soon as possible and submit relevant documents (hospital discharge papers, birth certificate, and ID appendix).
- If the employee does not have an employment contract at the time of childbirth, she must file a claim with the National Insurance Institute. The application is made with the help of the payroll department; please contact them as close as possible to the date of childbirth and seek their assistance at 08-6472691.
- Employees are not required to perform any work for the university during maternity and parenting period. If issues arise, contact the HR coordinator.

### **Returning to Work Post-Maternity Leave**

- Employees are entitled to return to work for 60 days, provided they were continuously employed for at least two semesters prior to childbirth.
- In some cases, if a student completes their normative study period, the university may seek approval to end the employment during pregnancy, either at the semester's end or when maternity leave begins, whichever comes first. Approval is subject to review by the Ministry of Economy and Industry.



## Academic Rights for Students

To receive academic rights as a pregnant student /student undergoing fertility treatments/new parent (academic rights, extension for thesis submission, etc.), you must report your status to the Pregnancy and Childbirth Coordinator at the Student Dean's Office. To do so, contact the coordinator via email (at [babycoord@bgu.ac.il](mailto:babycoord@bgu.ac.il) or by phone at 08-6472367) [Link to the request](#).. When submitting your request, be sure to attach the required documentation, such as proof of pregnancy, treatment documentation, or childbirth certificates etc.

## Absences for Fertility Treatments, Pregnancy, Birth, and Parenting

- Absences of up to 30% of classes for courses with mandatory attendance are allowed for pregnant students, and for students undergoing fertility treatments (see section C.1 in Parental Guidelines)
- A Student who was absent due to credited event may postpone the course and repeat it without extra charge, if the student has not yet taken the exam. (see section C.5 in Parental Guidelines)
- Students after giving birth, adoption or receiving child for custody or foster care are entitled to additional absence of 10% of all classes in courses with mandatory attendance, for a period of up to 15 weeks after birth Or, Students who have given birth may be absent from all classes with mandatory attendance for a period of six weeks after birth (see section C.2 in Parental Guidelines).
- A Student giving birth, adoption of child or receiving custody of child or receiving child for foster care is entitled to additional absence of 10% of all classes or any course with mandatory attendance, in order to care for the child in his first year of life.
- In the case in which the student is entitled to be absent from class for another reason as well, the absence rate allowed will be the higher of the two.

## Additionally:

- Students who were absent due to credited event, during the time in which an assignment was given or one week prior to the assignment deadline, may submit



this assignment or an alternate assignment according to decision of lecturer, within seven weeks following the end of his approved period of absence (see section D in Parental Guidelines).

- Students who were absent from an exam due to credited event, fertility treatment or IV treatment on performed on the day of the exam may take it at another date.
- Students after childbirth, adoption or receiving custody of child, who were absent from an exam for up to 14 weeks following birth, adoption or receiving custody of child, may take this exam at another date. Students who are main caretakers and have adopted or were granted custody of child also have this right.
- Students who are pregnant may take restroom breaks during an entire exam, including the first and last half hour of exam.
- Students who are pregnant or have given birth within 14 weeks of an exam are eligible for 25% additional time. If the student is eligible for additional time for another reason, the additional time will be 25%.

### **Scholarships:**

- A student receiving a scholarship from their advisor and/or department will be eligible for continued scholarship payments during the period of childbirth and parenting. The duration of scholarship payments for childbirth and parenting leave will not exceed 15 weeks. The student may take a shorter or longer leave in coordination with their advisor.
- Once the scholarship period is over, the student will be eligible for an extension of scholarships received from internal university sources for the period of her absence. The total payment received from all scholarships during the extension period will be an average of the scholarship sums received from internal university sources received during the normative study period.

**Note:** The continuation of the research scholarship will only take effect after course registration (registration for a research course is sufficient) once the standard duration of the degree program has ended.



- A postdoctoral fellow who has completed the planned postdoctoral training period is not eligible for an extension of the period or for a continuation scholarship, but only for the non-termination of the scholarship in accordance with Section 10.4.
- To receive a scholarship, the student must maintain active status even during childbirth and parenting period. Therefore, a student who is not enrolled in another course must at least register for a thesis or final project.
- A student is not required to extend their studies for an additional semester unless necessary. Continuation scholarships due to a qualifying event are granted during the study extension period after the standard duration of the degree program.
- The scholarship amount is calculated based on the average scholarship amount received during the standard study period, from all internal university sources (the average considers only months in which a scholarship was paid and does not include months of unpaid leave).

If, during the continuation scholarship period, the advisor wishes to grant a scholarship, it will not be a full additional amount, as the continuation scholarship already includes the advisor's portion.

For example, if the average scholarship is 12 units, of which 4 units are from the advisor, and the advisor continues to pay scholarships, the continuation scholarship will be reduced to 8 units, and the advisor may add, for example, an additional 6 units, bringing the total scholarship to 14 units. The minimum amount granted, in this example, will be 12 units.

In cases where most of the scholarships during the standard study period came from an external source that does not continue the scholarship into the continuation period, the scholarship will be at the department's average scholarship amount (approximately 12 units).



## Returning to Research

A student may, but is not required to, return to research before the end of the 15-week childbirth and parenting period, in coordination with their advisor.

There are nursing rooms on campus, and the key to these rooms is available from the Pregnancy and Childbirth Coordinator at the Student Dean's Office. These rooms can also be used for pumping and storing milk in refrigeration.

<https://www.bgu.ac.il/u/rector/dekanat/parents/>

## Parking

Parking on or near campus – students in their seventh month of pregnancy and above and for 15 weeks following birth will be allowed to park near their place of study free of charge. (see section K in Parental Guidelines).

## Extension of the Study Period Beyond the Standard Duration

A student who has properly reported a credited event is entitled to a tuition waiver for two semesters of academic extension. The extension request must explicitly state that it is being submitted due to childbirth and parenting leave, without specifying any additional reasons. The student must complete an extension request form, obtain signatures from their advisor and department head, and attach the relevant documents.

### Submission of Documents:

- **For undergraduate and master's students:** Submit to the departmental or faculty coordinator.
- **For doctoral students:** Submit to the faculty representative at the Kreitman School for Advanced Graduate Studies.

The tuition-free study extension of up to two semesters does not replace the requirement to pay full tuition for the degree. However, during the extension period, there will be no additional fees for "study continuation."

- During the extension period, a master's student must be enrolled in the "Final Project" course.
- During the extension period, a doctoral student must be enrolled in the "Research" course.



It is recommended to discuss with the advisor in advance the possibility of securing a scholarship until the end of the extension semester from their budget, as the continuation scholarship is limited to 15 weeks only. However, the advisor is not obligated to approve this request.

There is no guarantee of a teaching assistant position during the extension period, except for doctoral students who gave birth during their studies and meet the eligibility criteria ([see the employment guidelines for doctoral students who have given birth](#)). Additional information is available through the departmental office.

### **Maintaining Research Rights During Childbirth and Parenting Leave**

It is recommended to discuss this matter with the advisor in advance. Additionally, students may contact the **Office for Gender Equity**, which can help connect them with a mentor in their field who can provide guidance and support on this issue.