

Do not fill out the English version - only for personal use !
(this form has no legal meaning)

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**Information on periods of doctoral studies and employment
in temporary contracts**

**For the application to employ/continue employing
scientific employees and part-time scientific helps
(legal status January 1, 2002)**

I.

It is admissible to employ scientific employees in a temporary employment relation for a duration of up to six years. Once an employee has obtained his/her doctorate, he/she may be temporarily employed for a period of up to six years; in the university's medical branch, this period is up to nine years; the admissible period of temporary employment is extended in the measure that periods of temporary employment as per Clause 1 and periods of doctoral studies without employment as per Clause 1 amount to less than a total of six years. A temporary employment contract as per Clauses 1 and 2 with a part-time scientific help can be concluded over a period of a **total** of four years.

All temporary employment contracts concluded with German universities or state-financed or predominantly state-financed research institutions as per § 57c HRG¹ over more than a quarter of the regular working hours, and the according temporary contracts with public officials (Beamtenverhältnis auf Zeit) and private contracts of employment according to § 57c HRG are also taken into account in calculating the overall time of employment in temporary employment contracts. Temporary employment contracts that were concluded according to other legal regulations are also taken into account in this calculation.

II.

Therefore, the following information is provided regarding the contract to employ, respectively continue employment of:

(last name, first name, maiden name)

.....

- 1. A dissertation title was assigned: Yes No
- 2. Date of agreement on /assignment of the dissertation title:
- 3. Date of registration as a doctoral student (if applicable):
- 4. Date of notice of passed doctoral examination:

III. Occupations after university graduation

Please indicate dates of employment without interruptions. Besides providing the exact dates, please indicate for each employment contract what the legal status (apprenticeship or vocational training, employee, worker, public official) of the employment was and according to which salary (payment) criteria the payments were made and in to what the fixed extent of the regular working hours was. Please back up the information provided with documents – if available. If leave or reductions of the working hours were granted for the reasons named in § 57b Clause 4 HRG, please make an according note and attach a copy of the according decision.

1. employment as paid by VergGr.²/BesGr.³
at
from to
Number of regular working hours (fraction or number):

2. employment as paid by VergGr. /BesGr.
at
from to
Number of regular working hours (fraction or number):

3. employment as paid by VergGr. /BesGr.
at
from to
Number of regular working hours (fraction or number):

4. employment as paid by VergGr. /BesGr.
at
from to
Number of regular working hours (fraction or number):

5. employment as paid by VergGr. /BesGr.
at
from to
Number of regular working hours (fraction or number):

I am aware that by providing false information on my periods of studies or employment I give grounds for my employment contract to be rescinded or risk dismissal without notice.

.....
Place, date, signature

Transl. notes:
¹Hochschulrahmengesetz = Framework law on universities and colleges)
²salary group
³pay group