

Universität Greifswald
 Referat Personal
 Domstraße 14
 17489 Greifswald

Appendix to Staff Questionnaire

Surname: _____

First Name(s): _____

Date of Birth: _____

1. Details of Former Employment

In order to determine the length of the fixed-term contract, it is necessary for you to list all details of former employment, civil service and private employment contracts comprehensively and in date order. You must also list all terms of employment under university law, as well as periods of freelance contract and contracts for works and services comprehensively and chronologically.

I list this information as follows*: (*please attach proof)

Period (Day, Month, Year) From To	Council Office/Employer or Similar/ if unemployed in Germany, please indicate the responsible Employment Agency (Agentur für Arbeit)	Type of Work Work Tasks	Position/ Rank Pay Group for Public Services	Weekly Hours (full/part-time employment, including details of standard working hours and actual working hours)	Reason for Leaving - reason for fixed-term contract (if applicable) - reason for interruption (if applicable)

Period (Day, Month, Year) From To	Council Office/Employer or Similar/ if unemployed in Germany, please indicate the responsible Employment Agency (Agentur für Arbeit)	Type of Work Work Tasks	Position/ Rank Pay Group for Public Services	Weekly Hours (full/part-time employment, including details of standard working hours and actual working hours)	Reason for Leaving - reason for fixed-term contract (if applicable) - reason for interruption (if applicable)

*Please attach proof

2. Doctorate Details

Please also indicate all periods of time during your doctorate in which you were not employed. This also includes those periods of time which preceded receiving your first higher educational degree. This is the case, in particular, for Ph.D. students in areas of medicine, who usually gain their doctorates during their studies, but also teachers and law students who obtain their doctorate during their postgraduate traineeships. Students (especially in medicine courses) have to prove when their Ph.D. topic and projects were agreed to and when the examination took place. For all other doctorates, please state the date on which your doctorate commenced according to §21 Sub-Section 1 HRG (*Hochschulrahmengesetz*). Please also indicate scholarships and further forms of funding, stating the reason for funding.

- 1) Start of Doctorate on *: (= official admission as a Ph.D. student (please provide proof)):
- 2) End of Doctorate on **: (= date on which the Ph.D. was declared (please provide proof)):
- 3) Details of scholarships and further forms of funding, stating the reason for funding (please provide proof):

I confirm the correctness of the details made above. I am aware that giving false or incomplete details can lead to the immediate termination of contract, or challenging of contract details.

Location, date

Signature

The translation is to be seen as a reference and to be used for the understanding of the corresponding German documents. You may use this document in the English version; however, only the German version of this document is legally binding.