



Universität Greifswald

University of Greifswald
The Registrar
Human Resources Department
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email: persdez@uni-greifswald

Administrative Officer: _____

email: _____

List of documents to be submitted when applying for a position as a student assistant (m/f/x)

- Staff questionnaire *) (please complete in full)
- Photograph (please write your name on the reverse side, submission of photo is optional)
- Declaration of commitment *)
- Declaration regarding secondary employment *)
- Information on the processing of staff data *)
- Creating a personal account *) (only complete the section 'Personal data')
- Bank details *) (must be completed in full)
- Declaration regarding exemption from statutory social insurance contributions *)
- Certificate of enrolment
- Certificate of health insurance from your health insurance provider

*) These documents can be downloaded from <https://www.uni-greifswald.de/en/university/organisation/administration/human-resources-and-finance-division/human-resources-and-appointments-department/forms/>

Last revised: January 2019