



**To:**  **Directorate 8, Unit 8.3 International Office**

For the employment of research assistants who are also enrolled as students, with the exception of doctoral students.

For the employment of research associates, other employees/civil servants and research assistants in the Central Units and the Central University Administration.

**School Administration**

For the employment of academic staff, other employees/civil servants and all other research assistants in the respective Schools.

**from**

Faculty/Directorate/Other: \_\_\_\_\_

Institute/Unit: \_\_\_\_\_

Responsible Head/Supervisor: \_\_\_\_\_

Telephone/Email: \_\_\_\_\_

**Assessment of a degree acquired abroad**

We request an assessment of a degree acquired abroad for the planned employment of:

\_\_\_\_\_ at Technische Universität Dresden

(Last name, first name, date of birth, please print letters)

as:  Research Associate  Other Employee/Civil Servant  Research Assistant

\_\_\_\_\_  
(Date, signature of responsible Head/Supervisor)

**For the assessment of the degree acquired abroad, the following information must be submitted:**

- Curriculum Vitae in tabular form in German or English
- An officially certified copy of the originals of the final certificates of all degrees obtained as well as the respective overviews of subjects and grades (Diploma Supplement) and, if applicable, the doctoral certificate, each in the original language
- *only in the case of certificates whose original language is not English:*  
An officially certified copy of the official translations of the certificates in German or English

\_\_\_\_\_  
(to be filled out by the office)

I affirm that the assessment has confirmed the following:

- The submitted degree from (date) \_\_\_\_\_ corresponds to an academic degree obtained in Germany pursuant to the Protocol Declaration no. 1 part I of attachment A to the TV-L.
- The submitted degree from (date) \_\_\_\_\_ corresponds to a Bachelor's degree obtained at a German institute of higher education.
- The submitted degree from (date) \_\_\_\_\_ corresponds to a degree (*Diplom, Master*) obtained at a German university of applied science.
- The submitted degree from (date) \_\_\_\_\_ does not correspond to any of the aforementioned degrees.
- A doctoral degree from (date) \_\_\_\_\_ was presented.

Notes:

\_\_\_\_\_  
(Date, Name of the issuer (print name and signature, stamp of the institute))

**This form must be completed in full and attached to the assessed certificates. It must then be submitted to Directorate 2 alongside the application for employment and all other documents required to employ the member of staff.**