



**explanation form regarding fixed-term period
for academic personnel**

name, first name

date of birth

administrative unit

declaration of doctoral studies and employment relationships (fixed-term employments / civil service on limited appointment) at German higher education institutions or research institutions and/or with their member institutions (private contracts) pursuant to § 2 sec. 3 WissZeitVG i.d.j.g.F.

A: employment relationships ¹⁾

employed as	employer/ <i>Dienstherr</i>	starting ending dates (day / month / year)	year/s, month/s, day/s ²⁾	legal grounds for time limits ³⁾	working hours in acc. with employment contract	
					hrs/week ⁴⁾	% ⁵⁾

B: doctoral studies outside an employment relationship (starting / ending dates as day / month / year) and also year/s, month/s, day/s ²⁾

C: information on qualification ⁸⁾

academic degrees as date date date	starting date of doctoral studies (first issue of the doctoral dissertation topic) ⁶⁾ date	completion of doctorate procedure pursuant to doctorate regulations; oral exam completed: date:
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D: leaves / times off / reduction of working hours during employment relationships listed under A ⁷⁾

leave / time off / reduction	starting ending dates (day / month / year)	year/s, month/s, day/s ²⁾	working hours in acc. with employment contract	
			hrs/week ⁴⁾	% ⁵⁾

I confirm that the above information is correct and complete. I am aware that untrue or misleading information will give the employer the right to appeal against the employment for fraud. I have read the text of the law ([WissZeitVG i.d.j.g.F.](#)).

_____ date

_____ signature

Explanation of footnotes in the declaration form regarding fixed-term period

- 1) Please fill in all scientific employment relationships pursuant to HRG, WissZeitVG and Landeshochschulrecht (research assistant (non-course-related employment) / research associate / scientific/academic assistant / senior academic associate/engineer / lecturer / junior professor) or pursuant to other relevant **legislation with working hours of more than a quarter of the weekly working hours** (also including employment relationships at TU Dresden)
- 2) Please indicate the duration of the employment relationships (in year/s, month/s and day/s).
- 3) E.g., fixed-period employment pursuant to HRG, WissZeitVG, TzBfG, BErzGG, BEEG.
- 4) Please indicate weekly working hours for research assistants.
- 5) The calculation basis is the number of weekly working hours of a full-time employee with the relevant employer / Land. Calculations for research assistants are made on the same basis.
- 6) Enrolment date as PhD student (admission to doctoral studies cf. § 40 SächsHSFG). Please indicate the exact date the PhD topic is announced and/or the exact date the PhD supervisor is assigned (also for PhD studies abroad).
- 7) For leaves / times off / reduction of working hours cf. in particular § 2 sec. 5 WissZeitVG i.d.j.G.F.
- 8) Please list all academic degrees earned with its corresponding completion date.