

Please note that **ONLY** the German version of this document is legally binding and has to be signed.
The English translation is provided to help you fill out the original German document.

Return to

 Zentrale Universitätsverwaltung
 P 3 – Servicestelle nebenberufliches
 wissenschaftliches Personal
 Schlossplatz 4
 91054 Erlangen
 Germany

**Declaration concerning the part-time nature of your teaching
 assignment
 at Friedrich-Alexander-Universität Erlangen-Nürnberg**

Name

First name

Date of birth

In accordance with Section 2 (2) of the Regulations on teaching assignments and remuneration in state institutions of higher education (Lehrauftrags- und Lehrvergütungsvorschriften für den Bereich der staatlichen Hochschulen), those appointed to adjunct teaching posts ('Lehrbeauftragte') enter into a legal relationship with the Free State of Bavaria and are considered, for legal purposes, to be in **part-time employment**.
 It is thus prohibited to assign such persons, **at all institutes of higher education in Bavaria**, a teaching assignment exceeding **nine semester hours per week** or, for student teachers appointed to give practical music instruction or teaching personnel appointed to give practical film instruction at HFF Munich, **twelve semester hours per week**.

We would therefore ask you to complete the following declaration and return it to us. This is an essential requirement for employment on a teaching assignment at FAU.

1.)
 In addition to my teaching assignment at FAU, I am...

... not in employment at any other Bavarian university.

... also employed in an adjunct teaching post at the following Bavarian universities:

..... with a scope of SWS (semester hours)

..... with a scope of SWS (semester hours)

Please see reverse side.

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In accordance with Art. 31 (1) (4) BayHSchPG, those appointed to adjunct teaching posts must provide proof of at least three years of professional experience in addition to meeting the conditions of employment specified in Art. 7 Para. 1 Sentence 1 Nos. 1 and 2.
In terms of the law, you are considered to be an expert from the field of professional practice whose main area of activity lies outside of the higher education sector. As a consequence, your appointment to a teaching assignment is not linked to social insurance cover.
In order to prevent fraudulent claims of self-employment and to guarantee the **part-time nature of teaching assignments**, it is no longer permissible employ persons who do not or do not appear to have an alternative source of sufficient income on this basis.

2.)

I therefore confirm

that my teaching assignment at FAU does not serve the exclusive purpose of securing my livelihood; my livelihood is secured predominantly by other means of income. I am thus not financially dependent on the Free State of Bavaria in this connection.

I undertake to inform FAU Erlangen-Nürnberg (HR Services for Part-Time Academic Staff -P3) immediately of any changes to my status.

.....
Place, date

.....
Signature of the person employed on a teaching assignment