



APPLICATION FOR EXEMPTION FROM MANDATORY ENROLLMENT

Doctoral candidates who have an employment contract with the university or the university hospital of 50 % or more of the regular working hours are eligible for exemption.

According to Article 38 of the State Law Governing Higher Education (*Landeshochschulgesetz - LHG*), doctoral candidates who have been admitted to one of the faculties of Heidelberg University must enroll at the university. They can apply for exemption if they are employed as their primary occupation at Heidelberg University, at the Heidelberg University Hospital or at the University Medical Centre Mannheim, i.e. they have an employment contract of 50% or more of the regular working hours. Exemption can be granted up to the end of the employment contract. Please enclose a scan/copy of your current employment contract with the application.

Family name, first name

Faculty

Date of birth

Date of admission as a doctoral
candidate by the faculty

Uni ID

I hereby apply for exemption from mandatory enrollment according to Article 38, section 5 clause 1 of the State Law Governing Higher Education in Baden-Wuerttemberg (LHG) for the period

from _____ to _____

Please indicate why you are applying for exemption:

- Employment contract at Heidelberg University
at institute, department or central research institute _____
from _____ to _____ Contracted working time _____
- Employment contract at Heidelberg University Hospital or at University Medical Centre Mannheim
at institute, department or central research institute _____
from _____ to _____ Contracted working time _____

Date

Signature of doctoral candidate

Please fill in this form and send it (including a scan/copy of your current employment contract) via email or postal mail to

Universität Heidelberg

Contact for inquiries:

Dezernat Studium und Lehre

Christine Schilling

Zentrales Doktorandenbüro

Tel. +49 6221 54-12204

Seminarstraße 2

Email: zdb@uni-heidelberg.de

69117 Heidelberg