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| **Applicant** | 93040 Regensburg, May 16, 2018 |

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| To theFaculty |  |

internal

Teaching contracts for the **semester**

Appendices: Form 2,

 (For new teacher, please also include: resume, two references, certificates)

The departmental council are asked to conclude the following teaching contract for the **semester** and deliver it to the rector's office for approval.

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| Name of the teacher: |  |
| Occupation: |  |
| Address: |  |
| Place of employment: |  |
| Title of intended course and details of hours per week over the semester (SWS): | 1. (**SWS SWS**)
2. (**SWS SWS)**

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| The payment for the teaching contract will be**[ ]**  **0.00** euro per hour**[ ]**  **0.00** travel costs from  to Regensburg and back\***[ ]**  There will be no payment   |
| Justification and remarks: |
|  | The course is detailed in **(please give place found)** of the  for the subject . |
|  | This is a revision course:  |
|  | To what extent is the course necessary to round off the range of courses offered? |
|  | 1. Why can the course not be covered by our own staff or by teaching staff for the teaching area (or where necessary another area) as part of the teaching activities they are to undertake in their main duties?
2. Why is it necessary for the teaching contract to be taken up by an external teacher?
3. Why is the teacher suggested particularly well suited to carrying out the teaching activities?
 |
|  | How many participants are expected to take part in the teaching activity? participants. |

Has the teaching activity already taken place in the same or a similar form in one or more semesters?

If yes, a report from the teacher on the content and number of participants (at the start and at the end of the semester) is to be enclosed.

Is the teacher new?

Other remarks:

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| (Name of the person making the application) |  |