**Requested documents in case of employment at the University of Bamberg**

* CV (dated and signed)
* copy of passport
* birth certificate
* if applicable: documents regarding marital status (marriage certificate, divorce certificate)
* if applicable: children’s birth certificates
* visa / residence permit including work permit
* school leaving certificate (e.g. high school diploma)
* University certificates (e.g. Bachelor’s and Master’s certificate or equivalent)
* if applicable: Doctoral degree certificate
* if available: previous employment contracts (especially those related to similar work fields, i.e. research and teaching)
* police clearance certificate
* membership confirmation by a German statuary health insurance provider