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Surname, first name(s)

**An den  
Geschäftsbereich Personal  
Fachbereich Zentrale Berufsausbildung (P-Z)**

According to the federal guidelines on the employment of persons on placement of 1 January 2015, a person may only undertake one voluntary placement for students and those in employment pursuant to section 1c of these guidelines with a federal agency or a federal research establishment. We would therefore ask you to sign the following declaration and to confirm that you have read and understood the information below.

**Declaration:**

During my university studies I have already undertaken a voluntary placement for students or those in employment according to section 1c of the federal guidelines for persons on placement at a federal agency or a federal research establishment.

YES

NO

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Date, signature

**Information:**

I have been informed that during my university studies it is not possible for me to undertake another voluntary placement at a federal agency or a federal research establishment according to section 1c of the federal guidelines for persons on placement. This does not affect placements according to section 1a and 1b or to placements governed by other legal requirements.

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Date, signature