

# Information for Student Assistants

1. Applicants must be students at a German university and enrolled for a degree program leading to a first or advanced professional qualification. Visiting students may not be employed as student assistants.
2. Applicants perform auxiliary academic activities in research and teaching. Auxiliary activities are deemed academic when they are in direct support of the scientific work of a scholar at a German university. To be eligible for the position of Student Assistant, applicants must demonstrate sufficient progress in a degree program and good knowledge of the relevant field of study required for working as student assistant.
3. Prior to employment and irrespective of the duration of the intended employment, all applicants must undergo assessment to verify their loyalty to the constitution pursuant to the Publication of the State Government of Bavaria of 3 December 1991, last amended by the Publication of 27 November 2007.  
  
For applicants who were born in certain countries (as set out in the questionnaire to assess loyalty to the constitution) or who hold or have previously held citizenship in one of these countries, an inquiry must be filed by the prospective employer with the applicant's consent to the *Landesamt für Verfassungsschutz* (State Office for the Protection of the Constitution). The same applies to applicants who are not citizens of any country ("stateless persons") or whose citizenship is unknown or has not been determined.  
  
Applicants may not be employed prior to assessment by the Bavarian State Office for the Protection of the Constitution.
4. Student assistants may only be employed part time, i.e. up to 20 weekly hours in accordance with the current social security law. The requirements of the *Mindestlohngesetz* (German Minimum Wage Act) must be complied with.
5. Non-EU nationals require a residence permit with the right to work.
6. Student assistants may be employed for a maximum of six years [§ 6 of the German Act on Fixed-Term Contracts for Academic Staff *Wissenschaftszeitvertragsgesetz - WissZeitVG*]. When calculating the period of temporary employment, all previous jobs as student assistant will be taken into account.
7. Student Assistants are entitled to holidays in accordance with the *Bundesurlaubsgesetz*/Federal Leave Act (20 work days for full-year employment five days per week, to be calculated pro rata for shorter employment period and fewer work days per week).
8. Student Assistants will be paid an annual bonus in accordance with the regulations applicable to civil servants of the Free State of Bavaria.
9. Students only have to pay contributions to pension insurance; however, in case of marginal employment such as mini-jobs, they may apply for an exemption from pension contributions. Students do not have to pay contributions to health, long-term care, or unemployment insurance.
10. Based on the maximum rates established by the *Tarifgemeinschaft deutscher Länder (TdL)* (Employers Association of the German Länder), the salary will be determined for the entire university and announced by circular (available under "Hilfskräfte" in the "Dienstleistungskompass" at <http://portal.mytum.de/kompass/kompass/index>).