



Albert-Ludwigs-Universität Freiburg . 79085 Freiburg

Universität Freiburg
-Personaldezernat-
Subject: or
Mr./Ms.
Fahnenbergplatz
79085 Freiburg

For internal processing:

1. Zustimmungsvermerk SB

2. [] Zeiterfassung einrichten, da
Mitarbeiter/in

[] des Rektorats

[] Arbeitsplatz im Rektoratsgebäude
Fahnenbergplatz

(Hinweis für SB: Die auf der UniCard
aufgedruckte Nummer ist durch SB an
zutritt@zv.uni-freiburg.de zwecks Freischalten

Application for issue of a UniCard¹ as

- Employee Honorary professor
- Released or Emeritus university professor

Ms.

Mr.

Title _____

Last name/first name _____

Institute _____

Official e-mail address _____

I have received the UniCard leaflet.

I am aware that after my withdrawal from the University of Freiburg I have to immediately return the UniCard to the personnel administration.

Freiburg, _____
Date

Signature of the applicant

Application for copy authorization for office copies using a copy card²

The application for copy authorization for office copies can be found on the intranet after you logged in:

<https://intranet.uni-freiburg.de/intern/downloads/saz/zb-kopierberechtigung-dienstlich>

1 The data will be processed automatically for the issue of a UniCard as well as for the assignment of your personal data to the issued card. Application for a UniCard is optional. Your statements in the application form are also optional but they are a precondition for the processing of the application.

2 If the copy card is also to be used for making office copies.