

Qualification certificate

for the use of the services of
pme Familienservice GmbH

Surname

First name

Relationship to MPG:

Employee

Grant

holder

Guest

Entitlement¹ only for this request dated:

Confirmation by MPI

Signature of Head of Administration, title of MPI and stamp

This qualification certificate is to be presented to pme Familienservice GmbH.

I consent to

- pme Familienservice GmbH notifying the MPG (Administrative Headquarters), upon request and where applicable, of my name and the services used.
- my personal data being stored and disclosed to the MPG subject to a specific request as part of the specific categorization of names and services structured according to Institutes.
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¹ Those entitled are all:

- **Full-time employees** of the Max-Planck-Gesellschaft
- **Part-time employees** of the Max-Planck-Gesellschaft
- **Grant holders** funded at the institutions of the MPG. As far as foreign grant holders or foreign participants at research schools are concerned, the provision of placement/arrangement services is restricted to care within Germany
- in principle, **guest scientists** working at MPG institutions whose children not of mandatory school age who are aged between 0 and 6 and who have to be provided with care as a result of the residency for the period of the guest residency in Germany. However, guests can only use services from this contract if expressly wished by the MPG institution concerned and if confirmed by the qualification certificate.

The entitlement expires at the end of the period of work at the MPI.

- further information on the storage and use of personal data can be found on the website of pme Familienservice GmbH.

I have been informed that I am entitled to request the disclosure or destruction of the personal data held by pme Familienservice GmbH.

Date, signature of entitled person

The qualification certificate was submitted to pme Familienservice GmbH on

Date, signature pme Familienservice