

## APPLICATION

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**for granting a childcare allowance according to the Act on  
Promotion of Postgraduates of the Land of Baden-Württemberg (LGFG)**

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I apply for a childcare allowance according to § 2 para. 3a of the General Statutes of the University of Mannheim on the implementation of the Act on Promotion of Postgraduates of the Land of Baden-Württemberg (LGFG) of 8 November 2010.

### PERSONAL DATA

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- 1 Last Name: \_\_\_\_\_
- 2 First name: \_\_\_\_\_
- 3 Phone: home \_\_\_\_\_ at the University \_\_\_\_\_
- 4 E-Mail: \_\_\_\_\_
- 5 Marital status: not married/widowed/divorced ☐  
married ☐

If there have been any changes since the address and bank details were provided or if the allowance is to be transferred to a different account, please provide that information:

- 6 Street and house no.: \_\_\_\_\_
- 7 Postal code and city: \_\_\_\_\_
- 8 Bank: \_\_\_\_\_
- 9 IBAN: \_\_\_\_\_
- 10 BIC: \_\_\_\_\_
- 11 Account holder: \_\_\_\_\_

**INFORMATION ON MY CHILD/CHILDREN**

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For each child, a separate application form (page 2 onwards) must be completed and signed.

12 Name of my child: \_\_\_\_\_

13 Date of birth of my child: \_\_\_\_\_.\_\_\_\_\_.\_\_\_\_\_ (DD.MM.YYY)

14 Type of childcare (please indicate):

**Child care facility:**

- ☐ Day care center (KiTa)
- ☐ Kindergarten
- ☐ After school care (Hort)
- ☐ Nursery (Kinderkrippe)
- ☐ Company emergency care (Betriebliche Notfallbetreuung)
- ☐ Equivalent institution

**Child care in the household of the parents by:**

- ☐ Childminder / nanny / child carer
- ☐ Au Pair
- ☐ Nursery nurse
- ☐ Company emergency care

☐ **Child care in the household of the childminder**

15 Requested duration of allowance: from \_\_\_\_\_.\_\_\_\_\_.\_\_\_\_\_ (DD.MM.YYYY)

until \_\_\_\_\_.\_\_\_\_\_.\_\_\_\_\_ (DD.MM.YYYY)

**DECLARATION APPLICANT**

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This application is accompanied by:

- ☐ Copy of the birth certificate of my child
- ☐ Copy of the child benefit notice (Kindergeldbescheid)
- ☐ Certificate of the Residents' Registration Office
- ☐ Copy of the contract with the child carer or with the care institution

Name of the person/institution providing care: \_\_\_\_\_

☐ Statements of costs: \_\_\_\_\_

☐ If applicable, other supporting documents: \_\_\_\_\_

☐ If applicable, copy of the bank statements

☐ If applicable, receipts for grants from third parties

I hereby confirm the accuracy of the information provided above including any declarations in attached documents.

I have taken note of the provisions of the Act on Promotion of Postgraduates of the Land of Baden-Württemberg. I have also taken note of the General Statutes of the University of Mannheim on the implementation of the Act on Promotion of Postgraduates of the Land of Baden-Württemberg as well as the additional guidelines to the statutes (Richtlinienblatt).

**In case of being granted the childcare allowance, I hereby undertake to**

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- inform the university immediately once I have finished my project, intend to cancel it, pause it or continue my project at another university;
- inform the university about any changes that affect the calculation or the continuation of the childcare allowance, especially the granting of a childcare allowance from other sources and changes in my income situation;
- inform the university immediately, if there are any changes to my address during the funding period and while I am obliged to report.

\_\_\_\_\_  
Place, date

\_\_\_\_\_  
Signature