



Universität Regensburg

To the
Universität Regensburg
Department III/24
93040 Regensburg

(First name, name of contract teacher)

(Faculty / central unit)

Invoice for teaching contract¹

I declare that I taught the following number of hours in the
summer semester/ winter semester² _____

as part of the teaching contract(s) assigned to me:

No.	Titel of course	Hours
1.	_____	_____
2.	_____	_____
3.	_____	_____

I request the payment for the teaching contract to be paid into the following account:

(IBAN)

(BIC)

(Place, date)

(Signature)

¹ In accordance with no 4.1 of the regulations on teaching contracts and payment for teaching at state institutions of higher education (Lehrauftrags- und Lehrvergütungsvorschriften für die staatlichen Hochschulen), at the end of a semester, the contract teacher informs the institution how many hours they actually taught in that semester. Subject to objection, the institute makes the payment six weeks after this information is received at the latest.

² Please strike through the incorrect option.