

## International Tracing Service Application Form

**Instructions:** Please answer each question clearly and completely. Type or print in ink. Read carefully and follow all instructions. Please add a short cv/resume. Questions with (\*) are voluntary.

### Personal Information:

Surname:	Maiden name:
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First name:	Middle name:
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Home Address:

Postal Address, *if different from home address:*

E-Mail:

Telephone:	Mobile:
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Marital Status:	Sex:
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Date of Birth:	Place of Birth:
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Nationality at Birth:	Current Nationality:
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For non-German candidates living in Germany: have you taken up legal permanent status in Germany?

\* Do you have dependants?

Name	Age	Relationship	Financially dependent

### Knowledge of Languages:

	English	German	French
Reading:			
Writing:			
Speaking:			
Understanding:			
<b>Other languages:</b>			

Reading:			
Writing:			
Speaking:			
Understanding:			

**Education:** Give full details; please give titles of degrees in original language. Please do not translate or equate to other degrees

**University degree**

Name, Place and Country	Years attended	Degrees/certificates	Main subject

**Other Education/ Training**

Name, Place and Country	Period attended	Type	Degrees/certificate

**Employment Record:** Please state every employment you have had in reverse order, starting with your current post. Use a separate block for each post. Do include any period during which you were not gainfully employed. If you need more space, attach additional pages of the same size.

From (year/month)	To (year/month)	Type of business
Name of employer		
Address of employer		

Title of your post		Name of supervisor
Number and kind of employees supervised by you:		
Reason for leaving:		
From (year/month)	To (year/month)	Type of business
Name of employer		
Address of employer		
Title of your post		Name of supervisor
Number and kind of employees supervised by you:		
Reason for leaving:		
From (year/month)	To (year/month)	Type of business
Name of employer		
Address of employer		
Title of your post		Name of supervisor
Number and kind of employees supervised by you:		
Reason for leaving:		

From (year/month)	To (year/month)	Type of business
Name of employer		
Address of employer		
Title of your post		Name of supervisor
Number and kind of employees supervised by you:		
Reason for leaving:		
Professional societies you belong to:		
List but do not attach any significant publications you have written:		
Activities in civic, public or international affairs:		

Awards, Academic honors or any other public recognition

Organisation awarding the honor	Type of award or honor	Reason for recognition	Date and place

**References:** List three persons not related to you but familiar with your character and qualifications.

Name	Address	Telephone	Occupation

State any other relevant facts:

\* Have you ever been arrested, indicted, or summoned into court as a defendant in a criminal proceeding, or convicted, fined or imprisoned for the violation of any law (excluding minor traffic offences)?

If "yes", give full particularities of each case in an attached statement

I certify that the statements made by me in answer to the foregoing questions are true, complete and correct to the best of my knowledge and belief.

Date

Signature