

Dear Ms. Smith,

Following your interview on 2<sup>nd</sup> April, we are pleased to offer you the PhD position in the field of laser spectroscopy at the Institute of Applied Physics. In addition to your outstanding qualifications and background, you made an excellent impression at the interview. Therefore, we consider you the ideal candidate for the PhD position in our research group.

We would be pleased to receive acceptance of our job offer and look forward to hearing from you soon.

Yours sincerely,

Registration: within 1 week of arriving, you must register at the registration office (Einwohnermeldeamt) of your city or town on residence. In Darmstadt, the address is:

Stadthaus Grafenstraße

Grafenstraße 30

64283 Darmstadt

Personnel questionnaire incl. bank details and photo

Upon arrival in Germany

Residence permit

Tax card

Social security number

Copy of health insurance

Certificate of good conduct

Servicestelle Dual Career und Wohnen

[http://www.intern.tu-darmstadt.de/dualcareerwohnen/wohnraumservice\\_start/index.en.jsp](http://www.intern.tu-darmstadt.de/dualcareerwohnen/wohnraumservice_start/index.en.jsp)