



## **Account extension**

V 3.0 31.01.26

If your contract ends, your LRZ account and services (including email!!) also end. Use this form to ask for a maximum of 6 month extension. Check the IT guide for departing employees.pdf on [IT faculty website](#) for more info when leaving the faculty.

### **TO BE FILLED OUT BY THE APPLICANT**

Full Name:\_\_\_\_\_

Email contact:\_\_\_\_\_

LRZ account:\_\_\_\_\_

Expiration date of last LMU Contract (DD.MM.YY):\_\_\_\_\_

Length of Extension (months – max 6):\_\_\_\_\_

- ☐ I understand that this extension of my account involves the continuation of all rules and regulations I previously agreed to when signing my contract and will continue to abide by them.

\_\_\_\_\_  
Signature applicant

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### **TO BE FILLED OUT BY THE PROFESSOR/PI**

By signing this form you agree to have the account of the above user extended and moved into your project for the stated extension. Approving this extension signifies accepting responsibility for the user during their extended time at the LMU.

\_\_\_\_\_  
Signature Professor/PI

\_\_\_\_\_  
Name Professor/PI (print)

Please return this to Bio IT I as a PDF via email ([it1@bio.lmu.de](mailto:it1@bio.lmu.de)) or by Hauspost (IT I).