



Request for exemption from the payment of the contribution for the Germany semester ticket

According to contribution regulations of the
student body **as of** summer semester 2024

Please return the filled in and signed request together with an appropriate proof to the **Registrar's Office** of Hochschule Bonn-Rhein-Sieg (H-BRS). Exemption from the payment for the Germany semester ticket contribution may be granted to those students who spend a semester abroad or who are completing a more than 3-month study-related stay abroad (provide corresponding proof). The request for exemption from the payment of contribution for the Germany semester ticket has to be submitted in time within the **re-registration period** of the respective semester. Should the fact that the semester abroad or the more than 3-month study-related stay abroad becomes known after the re-registration period, you may apply until the beginning of lectures (date given by the ministry) of the respective semester. If you have already paid the complete semester contribution you additionally have to hand in the **request for reimbursement of fees** in the same period to the Registrar's Office. Please check the exact lecture dates on our website: <https://www.h-brs.de/de/vorlesungszeiten>

After the beginning of the lecture period submission of a request is not possible anymore!

We do not need this request if you apply for leave of absence.

Student ID number: _____

Study programme: _____

Surname: _____ Given name: _____

Phone during the day (optional; for enquiries): _____ / _____

Email-address _____

(Please tick and fill in as appropriate)

I apply for the exemption from the payment of contribution for Deutschland semester ticket for

☐ **Winter semester** _____ ☐ **Summer semester** _____ due to

(You can apply for the exemption only for the semester, you are re-registering!)

☐ **Semester abroad** ☐ **more than 3-month study-related stay abroad**
(confirmation from the department required)

Confirmation of the department of H-BRS _____

Country _____

Name of the university/company _____

Place, date _____ Applicant's signature: _____