

Application

for waiver / reduction of fees according to § 4 (6) of the Thuringian Higher Education Fees and Remuneration Act (ThürHGEG), **hardship**



Centre for Student and Academic Affairs

Altonaer Straße 25, 99085 Erfurt

Tel. no.: 03616700111

Email: studierendenservice@fh-erfurt.de

1. Personal Details

| | | |
|-------------------------------------------------------|-------|----------------|
| Last name, first name | | Date of birth |
| Address (street name, house no., postcode, town/city) | | Student ID no. |
| Telephone no. | Email | |

2. Application Details

Degree program (please state qualification and subject area)

For the semester: winter _____ / summer _____ I hereby apply for

- a waiver of fees.
- a reduction of: _____ (amount)

due to:

- consequences of a disability / chronic or serious illness that will prolong my studies**
The application must be accompanied by the following documents:
- medical certificate confirming the existence of a disability/chronic or serious illness and its effects on the student's studies
 - informal statement about the student's studies to date and intended graduation
- consequences of being the victim of a crime that will prolong my studies**
The application must be accompanied by the following documents:
- proof that the student is recognized as the victim of a crime
 - medical certificate about the consequences of the crime and their effect on the student's studies
 - informal statement about the student's studies to date and intended graduation
- financial hardship occurring immediately before the last stage of final examinations**
The application must be accompanied by the following documents:
- proof of registration for the final examination
 - proof that all other credits have been obtained
 - proof of assets and income
(see attached table in the Appendix to the Application - Hardship Cases)
- undue hardship due to particular individual circumstances**
The application must be accompanied by the following documents:
- detailed description of the circumstances, accompanied by appropriate evidence

I hereby certify that the information I have provided is correct and complete.

| | |
|-----------------|------------------------|
| Town/city, date | Signature of applicant |
|-----------------|------------------------|

Information:

- For students who are re-enrolling, the application must be submitted by the end of the deadline for re-enrolment.
- New students have to submit their application by the end of the enrolment period (see your Notification of Admission).

Appendix to the Application – Hardship Cases –

Financial hardship occurring immediately before the last stage of final examinations
(§ 4 (6) sentence 2 no. 3 ThürHGEG)



Centre for Student and Academic Affairs

Altonaer Straße 25, 99085 Erfurt

Tel. no.: 0361 6700 111

Email: studierendenservice@fh-erfurt.de

1. Personal Details

| | | |
|-------------------------------------------------------|-------|----------------|
| Last name, first name | | Date of birth |
| Address (street name, house no., postcode, town/city) | | Student ID no. |
| Telephone no. | Email | |

2. Application Details

In support of my application, I declare the following and enclose the necessary documents and supporting evidence:

Financial situation (if necessary on a separate sheet of paper)

Marital status: single married divorced

Monthly income in euros

(if married, including income of spouse)

| Type | Amount in euros | Document no. |
|---------------------------------------------|-----------------|--------------|
| Maintenance payments | | |
| Part-time job | | |
| Other | | |
| Bank statements (from the last 3 months) | | |
| Total | | |

Assets

| Type | Value in euros | Document no. |
|-----------------------------|----------------|--------------|
| Savings | | |
| Securities | | |
| Real estate | | |
| Other (e.g. motor vehicles) | | |
| Total | | |

Town/city, date

Signature of applicant

Explanation:

With my signature, I hereby confirm that the information provided in connection with this application is complete and correct. I understand that the Student Admissions Office of the University of Applied Sciences Erfurt must be notified immediately of any changes to the information provided. I understand that incorrect or incomplete information will be prosecuted and may result in subsequent demand for the fee waived.