

# Application

Notification of circumstances according to § 4 (3) of the Thuringian Higher Education Fees and Remuneration Act (ThürHGEG), **change of degree program, semesters of leave and semesters that are not to be counted towards the standard period of study.**



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)

**The following circumstances are to be considered when determining the fee-free period of study:**

**Change of degree program** (once, by the end of the second semester)

Enrolled (semester from.... until ....): \_\_\_\_\_

Degree program: \_\_\_\_\_

Change of program (semester from....): \_\_\_\_\_

Degree program: \_\_\_\_\_

Please enclose the relevant documents if the change of degree program did not take place at the University of Applied Sciences Erfurt.

**Semester(s) of leave**

Semester(s) of leave (please state semester and year): \_\_\_\_\_

Please enclose proof of leave(s) of absence if not taken from the University of Applied Sciences Erfurt. Please indicate the semesters in which the semesters of leave were taken.

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

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

### Note:

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).