

Student-Id no.:		First name:		Last name:	
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Please indicate

Reason for leave of absence		Required documents	
<input type="checkbox"/>	Internship Leave of absence kann only be granted for internships taking at least three months or half of the semester. (For semester dates please see http://www.uni-tuebingen.de/de/843) <i>Please note: No leave of absence granted for obligatory internships that are part of a study program.</i>	<input type="checkbox"/>	Contract (copy)
<input type="checkbox"/>	For students of law (in accordance to audit regulations): Study period at university abroad	<input type="checkbox"/>	Certificate by dean of studies that study period abroad is beneficial to field of studies.
<input type="checkbox"/>	Other reasons <i>Please note: Invalid reasons are preparing for exams, writing of doctoral thesis, financial problems etc.</i>	<input type="checkbox"/>	(Please fill in reason)

Personal assurance

I assure the correctness of the aforesaid statements and certificates and undertake to inform the University about any changes to these statements voluntarily and immediately. I am aware that I am not allowed to attend courses, to obtain ECTS credits, to take part in examinations or to use university facilities (excluding the University Library and services of the University IT centre).

The only exemption to this rule are students on maternity leave or those who have been granted leave of absence for caring for a relative according to § 7 Abs. 3 of Pflegezeitgesetz. I have checked possible implications of my leave of absence with the examination office, with the Amt für Ausbildungsförderung (Office for Educational Support / BAföG-Amt), with the appropriate family benefits department (concerning child benefit) and the relevant Foreigners' Registration Office.

Place, date	Signature of applicant

Decision (will be filled in by the Studierendensekretariat):

<input type="checkbox"/> The application for leave for the <input type="checkbox"/> SoSe _____ <input type="checkbox"/> WiSe _____ will be granted. <input type="checkbox"/> The application for leave for the <input type="checkbox"/> SoSe _____ <input type="checkbox"/> WiSe _____ has been declined.
Justification: _____ _____ _____
Notes: _____ _____
Tübingen, _____ signature: _____

