



Application for refund of tuition fee / administration fee

Postmarked:

Refund of student services fee and student union fee upon termination of enrollment:

Please note that a refund of student services fee and student union fee paid for the Studierendenwerk Tübingen-Hohenheim (<https://www.my-stuwe.de/unternehmen/studierendenwerksbeitrag/>) or the Verfasste Studierendenschaft (<https://www.stura-tuebingen.de/kontakt/>) must be applied for separately.

Student ID no.:		☐ Ms	☐ Mr
Family name:		First name:	
Street, no.:		Postcode, town:	
Email*:		Phone*:	

(* not compulsory but helpful for processing your application)

I hereby apply for a refund of the fee which I have already paid to the University of Tübingen (see below) for ☐ summer semester _____ ☐ winter semester _____

☐ TUITION FEE (1.500,- € or 650,- €) for the following reason (please mark relevant box with an x): ☐ Exemption from / Exception of tuition fee ☐ Termination of enrollment <u>within one month of the start of the lecture period</u> ☐ Leave of absence (i.e. application for leave of absence lodged with University of Tübingen <u>before</u> the start of the lecture period)	☐ TUITION FEE (850,- € or 600,- €) for further education program ===== ☐ ADMINISTRATION FEE (80,- €) for the following reason (please mark relevant box with an x): ☐ Exemption from administration fee ☐ Termination of enrollment <u>within one month of the start of the lecture period</u>
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Bank details for refund	
Name of bank:	
IBAN:	
Account holder (if different from applicant):	

Place, date:	Signature:

Bearbeitungsvermerk der Studierendenabteilung:	Rückzahlung: ☐ WiSe _____ ☐ SoSe _____
☐ Befreiung / Ausnahme Studiengebühr _____ (Semester)	☐ 1.500,- € Studiengebühr Internat. Studierende
☐ Befreiung Verwaltungskostenbeitrag _____ (Semester)	☐ 650,- € Studiengebühr Zweitstudium
☐ Exmatrikulation zum _____ (Datum)	☐ 80,- € Verwaltungskostenbeitrag
☐ Urlaubsantrag: Eingang am _____ (Datum)	☐ 850,- € Weiterb. Ev. Theol. Berufsqualifizierte
	☐ 600,- € Weiterb. Schulm. u. Leadership
Datum, Unterschrift:	☐ STU erfasst ☐ Statistik