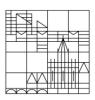
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An die Universität Konstanz Abteilung Studium und Lehre Studierenden-Service-Zentrum 78457 Konstanz GERMANY

Contact

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www.uni.kn/en/study/get-in-touch

Application for exmatriculation

Surname, first name:		Student-ID-no.:	01/	
Address (street, post-code, city):				
Phone/mobile/email:				
Important: Please check off the applicable and enclose all required documents! Legal basis: § 62 State University Law (LHG) in connection with § 13 Statute for Matriculation and Enrolment of the University of Konstanz (ZImmO) I apply for my exmatriculation according to for the following reason:				
Completion of studies after passed examination or completion of the last exam Only courses of studies with state examination (Staatsexamen) in teacher studies: exmatriculation after receipt of the admission to all parts of the state examination Abandonment of studies Change of university				
Termination after failed resp. irrevocably failed examination Completion of short-term studies Interruption Attending for "Bundesfreiwilligendienst" or alternative national service Other reasons (please select only when no other reason applies)				
My exmatriculation is to be effected:				
to the end of Summer Semester: to the end of Winter Semester: with immediate effect from the (date): (e.g. due to start of employment, teacher traineeship etc.)				
Confirmation of relief and verifications for exmatriculation: — Without these there is no possibility for exmatriculation —				
Circulation support in the Library Information Centre (KIM), Level B 4, phone: +49 7531 88-2884				
If you are not on site, you are welcome to apply for relief request by email: ausleihservice.kim@uni-konstanz.de Date, office stamp and signature				

	For students of Biology/Chemistry/Physics				
	Department Office for Biology Room M 604, phone: +49 7531 88-3932				
	Department Office for Chemistry Room L 801, phone: +49 7531 88-2594				
	Department Office for Physics Room P 618, phone: +49 7531 88-4015 or -2415	Date, office stamp and signature			
Application for data storage according to § 12 para. 8 sentence 4 LHG:					
	I request the storage of my data mentioned in § 12 para. 8 LHG for a period of 50 years for the purpose of issuing replacement documents.				
bey ser ship LHO reg We Rea neo unit Fur cer ma sub	acce 2022, the state legislator has stipulated that consent musy and the end of their membership at the University of Konsent, we are legally obliged to "immediately delete" the student p, but at the latest after completion of the examination process. As a rule, this is the case from one month after a de-register and like to strongly recommend that you give us to assons: Without the data, we would no longer be able to issue the versity, in connection with a later re-enrolment in a Master thermore, we would no longer be able to issue you with retificates, transcript of records) if these were to be lost, e.g. jeure. Finally, you would run the risk of no longer being all omission to the statutory pension insurance in connection with dof your working life at the latest, which could lead to consider	stanz (exmatriculation). Without such con- it data as a rule after the end of member- edure (cf. § 12 para. 8 sentences 1 and 2 stration notice becomes valid. This applies or on the basis of your own application. his consent by ticking the box above. The you with certificates of any kind in con- with us (e.g. in the context of a change of r's programme or taking up a doctorate). The eplacement documents (e.g. examination during a move, or destroyed due to force to provide the certificates required for the clarification of periods of study at the			
	case of exmatriculation with immediate effect in the culsistered for the following semester:	rrent semester or if you are already re-			
	My student-ID-card and/or the current transfer record (sive the current semester sticker in the original.	= "Datenkontrollblatt") are enclosed, inclu-			
I am hereby aware of the fact that I am not allowed to exmatriculate until I completed my last exam, including a necessary reexamination (§ 1 para. 2 ZImmO); in the study course with final degree 1st State Examination in Law I am not allowed to exmatriculate until I have the admission of the appropriate State Examination Office for all parts of the state examination,					
>					
>	in case I <u>worked as a student assistant</u> at the University of Konstanz, I have to inform the responsible staff department immediately and unrequested about my exmatriculation, because the employment has to be cancel at the latest with your exmatriculation (§ 57 sentence 2 LHG).				
>	the complete refunding of already paid fees and contributions is only possible, if I exmatriculate within one month after beginning of the lecture period with immediate effect (§ 12 para. 3 sentence 1 State University Law for Fees, the Statute for Contribution of Seezeit Association for Student Services and the Statute for Contribution of the General Student's Committee at the University of Konstanz).				
I assure the completeness and accuracy of my statements.					
	City, date Your signal Your Si	gnature			
		Last Update: January 2022			
	<u>erne Bearbeitungsvermerke:</u> Bearbeitung des Antrags, b) zur Studierendenakte Datum	/Handzeichen:			