



To the University of Konstanz Division of Student Affairs and Teaching Student Service Centre 78457 Konstanz, GERMANY

## Contact

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+49 7531 88-2664 | -4473 | -4997 | -3639

Email via contact form: www.uni.kn/en/study/get-in-touch

## ☐ Initial or ☐ follow-up application for exemption from paying tuition fees for international students

Last name, first name:		Student ID (Application		01/
Address (street, city):				
Phone/mobile/email:				
Important: Please tick any boxes that apply and enclose all required documentation.  Legal basis: § 6 "Landeshochschulgebührengesetz LHGebG" (state law on higher education fees).  I hereby request an exemption from paying tuition fees for international students for the				
summer semester:	20	and/or for the winter se- mester:	20 _	/ 20
for the following reason:  Leave of absence Important: You must submit your leave of absence request before the start of the lecture period (§ 6 para. 2 no. 1 LHGebG).  Documentation:				
	anting your leave of absenc	e.		
in the relevant exa	ster ernship semester is a mand amination regulations (§ 6 p place in Germany or abroa	oara. 2 no. 3 LHGebG). Vo		

## Documentation for "Lehramt" students:

Initially, you may submit a provisional note from the school (e.g. an email), confirming your concrete plans for completing your "**Schulpraxissemester**" (practical teaching semester) there during the period of time specified above.

**Important:** Please hand in official confirmation from the school as soon as your "Schulpraxissemester" is over. If you fail to submit official confirmation, you will not be able to re-register for the following semester and you will also have to pay tuition fees for your practical teaching semester.

## Documentation for students from **other** study programmes:

Please submit a certificate from your department's internship coordinator as well as a copy of the signed internship agreement/contract, confirming that you will complete your mandatory internship semester during the period of time specified above.

	Considerable difficulties to carry out your studies due to a disability identified in § 2 "Neuntes Buch Sozialgesetzbuch - SGB IX" (volume 9 of the German social code) (§ 6 para. 7 LHGebG).		
Docum a) b)	In case of a <b>degree of disability (GdB) of 50% and more</b> , it is usually sufficient to present a valid severely disabled person's identity card. This card can be obtained from the relevant "Versorgungsamt" (social security authority). Note: Please ask your "Versorgungsamt" to determine whether you are eligible for a disabled person's pass (§ 69 SGB IX). If the <b>degree of disability (GdB) is less than 50%</b> : Submission of the notice from the "Versorgungsamt" on an already determined "GdB" or a current specialist medical opinion. In addition, submission of a certificate from the representative of the University of Konstanz for students with disabilities or chronic illnesses, which specifically states the effect that makes studying considerably more difficult.		
	"Aufenthaltsgestattung" (temporary permission to remain) in accordance with § 55 para. 1 "Asylgesetz" (asylum law) (§ 6 para. 6 LHGebG).  Important: You must be a national from a country that has been assigned a protection rate of 50% or more by the "Bundesamt für Migration und Flüchtlinge BAMF" (federal office for migration and refugees). Currently, these are the countries Eritrea, Syria, Somalia and Afghanistan.		
<u>Documentation:</u> Passport or replacement document with valid "Aufenthaltsgestattung" in accordance with § 55 para. 1 "Asylgesetz".			
Important information about this application form:			
Please enclose original documentation or legally attested copies. Applications for exemptions must be filed <b>before the start of the lecture period at the very latest</b> (§ 10 para. 3, sentence 2 LHGebG). The mere fact of applying for an exemption does not impact your obligation to pay tuition fees. In order to be admitted to university, you must pay your tuition fees as specified in the relevant notification until your request for an exemption has been approved. In this case, you will be fully reimbursed for any payments towards your tuition fees made until then.			
By signing this document, I declare that, to the best of my knowledge, the information I have provided is complete and correct. I am aware that the information I have provided will be used to assess my eligibility for an exemption and that I have to give immediate notification of any changes to my circumstances. I am also aware that the University of Konstanz may demand further documentation if it suspects that any of the information I have provided is incomplete or incorrect.			
	Place, date Signature		
Interne Bearbeitungsvermerke / For Internal use only:			
Befreiu	ng		
Handze	eichen: Datum: Last update: July 2024		