

## Application for exemption of tuition fees for International students enrolled in the winter semester 2019/20

(under the terms of the “*Satzung der Albert-Ludwigs-Universität über die Befreiung von besonders begabten Internationalen Studierenden*“ published on 05th March 2019)

### Electronic Procedure

Communications, decisions and notifications are sent solely via email. Please direct any question, feedback or information, e.g., regarding changes of the information you provided in your application, to the email address listed below.

### Form and Deadline of the application

1. Please **fill in the application**, and print it out to sign it.
  2. **Scan the filled in and signed application** as well as all necessary documents of proof
  3. and email it (preferably in PDF format) to [nagy@service.uni-freiburg.de](mailto:nagy@service.uni-freiburg.de)
- ! Your application as well as all necessary documents must have arrived at the University of Freiburg by the **15.09.2019** at the latest via email.
- ! Applications and/or documents arriving after this deadline cannot be considered!
- ! All documents must be submitted in an official translation in German or English.

Last Name		First Name	
Gender			
Address	Street address		
	Adresszusätze		
	Post code, city		
	Country		
Email address			
Nationality / citizenship			
Matriculation / application number			
Subject(s)			
Desired degree		<input type="checkbox"/> Bachelor	<input type="checkbox"/> Staatsexamen
		<input type="checkbox"/> Master	<input type="checkbox"/> Other

**I hereby apply for exemption of tuition fees**

- retroactively, as of the **summer semester 2019**
- as of the **winter semester 2019 / 2020**

for the designated period of study in the subject named above under the terms of the "Satzung der Albert-Ludwigs-Universität über die Befreiung von besonders begabten Internationalen Studierenden" published on 05th March 2019.

**The following documents are enclosed with my application:**

- Degree documentation:
  - For undergraduate degrees: complete proof of your **university entrance qualification**, including grade sheets and diplomas (copy)
  - For consecutive master programs: complete proof of your first **accepted degree qualifying for profession**, incl. transcript(s) of records and diploma documents(copy)
- Copy of my **passport / identity card** (page containing the name in Latin transcription)
- Proof of special circumstances justifying a consideration on the basis of social criteria:
  - **Care and upbringing of my own underage children** resulting in a tie to Freiburg as my place of study. Enclose the following document(s) as proof:
    - Copy / copies of the birth certificate(s) of the child(ren)
  - **Nursing care of close relatives** who are in need of care as per sections 14 und 15 of the *Elften Buches des Sozialgesetzbuches (SGB XI)* of 26. May 1994 (BGBl. I S. 1014, 1015) in the respective current version resulting in a tie to Freiburg as my place of study. Enclose the following document(s) as proof:
    - Attestation of the *Pflegekasse* or of the *Medizinischen Dienstes der Krankenversicherung (MDK)* and a personal explanatory note on the nursing care required (up to one page DIN A4).
  - **Payment of tuition fees for international students at a state institution of higher education in Baden-Württemberg for one or more siblings.**  
Enclose the following document(s) as proof:
    - Current notification(s) of charges and proof(s) of payment for the sibling(s).
  - A **chronic disease** or a **disability** with negative consequences on the course of studies. Enclose the following document(s) as proof:
    - Copy of the *disabled person's pass* or
    - Certificate /Confirmation from the *Versorgungsamt* (pension office)
  - **Severe financial difficulties** that are expected to persist throughout the course of studies, regarding the application of the tuition fees. Enclose the following document(s) as proof:
    - Appropriate receipts and supporting documents issued by a public authority

**I confirm,**

I confirm that the information I have provided in this application is, in all conscience, true and complete. The required documents are enclosed with this application. I am aware that missing or false information can lead to my exclusion of this process or – should such behavior be ascertained at a later date – to a revocation of a determined remission of tuition fees.

I furthermore declare that I will promptly inform [nagy@service.uni-freiburg.de](mailto:nagy@service.uni-freiburg.de) about any and all supervening changes to the statements made above.

City, Date

Signature