



h_da

HOCHSCHULE DARMSTADT
UNIVERSITY OF APPLIED SCIENCES

SSC

STUDENT SERVICE CENTER

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h_da incoming post stamp

APPLICATION FOR DISENROLMENT

Disenrolment terminates your membership of Darmstadt University of Applied Sciences.

Before you apply for disenrolment, you should ensure that you do not owe anything to the university, e.g. by returning books or keys. Before you disenrol you can have any credit still on your Campus Card paid out to you by the Association for Student Affairs in the cafeteria building. **Your RMV public transport semester ticket becomes invalid on the day of your disenrolment. You must therefore submit your Campus Card either with this application for disenrolment or by post when you disenrol.**

After the semester has begun (1 April for the summer semester/1 October for the winter semester), you can apply for disenrolment effective from the end of that semester or from the day on which you make your application. If you are no longer a regular member of the university, you can only apply for disenrolment effective from the end of the semester in which you were last enrolled.

For official use by the h_da.
Please leave blank.

Accepted

Processed

CC validated

Student ID number _____

Degree programme _____

Personal details

Last name _____

First name _____

Date of birth _____

Street, no. _____

Postcode _____ Town/city _____

Tel. _____ Email _____

I hereby apply for disenrolment:

at the end of the summer semester (SS YYYY) _____

at the end of the winter semester (WS YYYY/YYYY) _____

on _____ (DD.MM.YYYY)

Reason for disenrolment (please mark only one)

(01) Final examination (08) Final attempt at examination failed

(03) Termination of studies without examination (13) No graded course components

(04) Switch to another university (14) End of exchange study period

(06) Termination of/break in studies (19) End of German Language Test for the Admission of Foreign Study Applicants (DSH)

(24) Federal voluntary service (20) End of foundation course

(09) Other

Place, date _____

Signature _____