

Hochschule Karlsruhe | Postfach 2440 | 76112 Karlsruhe

Hochschule Karlsruhe
Studierendenbüro
Moltkestraße 30
76133 Karlsruhe

Application for statutory exception or exemption from tuition fees

Application number		Date of birth	Place of birth / country of birth
Surname		Given name	
Street, house no.		Postal code	City
Country	Nationality	Email address	

I hereby apply for a statutory exception or exemption from the obligation to pay tuition fees according to § 3 paragraph 1 sentence 1 of the Act on Fees in Higher Education of the Land of Baden-Württemberg (Landeshochschulgebührengesetz, LHGebG) to be ascertained, for one of the reasons given under I.

Please note: Under § 3 paragraph 1, clause 1 LHGebG, international students are required to pay a tuition fee. However, the law allows for certain exceptions of international students not being required to pay the tuition fees, or being exempt from the liability to charges. If you fulfill the requirements to these exceptions and are able to submit proof of this in due time you are exempt from the tuition fee for international students.

**Please mark the applicable status and submit the required documents as hardcopy.
Documents in German or English language are accepted.**

I.

- Due to family-related reasons (as spouse, registered life partners, or child of an EU/EEA citizen) I enjoy freedom of movement according to section 3, para. 1 and 4 of the Freedom of Movement Act/EU

or

As a child, I do not enjoy this right because I am older than 21 years and do not get financial support by my parents/spouse/registered life partner. (section 5 subsection 1 number 1 LHGebG)

Proof:

- Residence card according to section 5 subsection 1 number 1 Freedom of Movement Act/EU or unlimited residence permit according to section 7a Aufenthaltsgesetz/EWG
Please note: The residence card or unlimited residence permit is issued by the competent foreigners authority upon request
 - Other:
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- I hold a permit for permanent residency or a permit as a long-term resident (European Union) under the German residence law (section 5 subsection 1 number 2 LHGebG).

Proof:

- Permit for permanent residency, or permit as a long-term resident (EU)
-

- I am mainly resident in Germany and am recognized outside of Germany as refugee according to the Geneva Convention Relating to the Status of Refugees (GFK) and are allowed to live in Germany not only provisionally (section 5 subsection 1 number 3 LHGebG).

Proof:

- Entry in the passport, or document for refugees according to article 28 GFK
 - Permit for non-provisional stay (e.g. permit for permanent residency, asylum etc.)
-

- I am a stateless alien according to the Law on the Legal Status of Stateless Aliens in the Federal Republic of Germany (section 5 subsection 1 number 4 LHGebG).

Proof:

- Certificate or entry in the substitute passport confirming the status as a stateless foreigner
-

I have permanent residency in Germany and hold a residence permit according to section 22, section 23 subsection 1, 2 or 4, section 23 a, section 25 subsection 1 or 2, sections 25 a, 25 b, 28, 37, 38 subsection 1 sentence 1 number 2 or section 104 a AufenthG,

or

I have a residence permit as the spouse, registered life partner, or child of a foreigner with a permit for permanent residency under section 30 or 32 to 34 AufenthG.

(section 5 subsection 1 number 5 LHGebG).

Proof:

- Residence permit according to sections 22, 23 subsection 1, 2 or 4, §§ 23a, 25 subsection 1 or 2, sections 25a, 25b, 28, 37, 38 subsection 1 sentence 1 number 2 or section 104a AufenthG or section 30 or 32 to 34 AufenthG
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- I have a residence permit according to section 25 subsection 3 or 4 sentence 2 or subsection 5, or section 31 AufenthG and have been continuously living in Germany for at least 15 months without interruption legally, after being temporarily admitted, or permitted to stay in the country

or

I have residence permit according to section 30 or 32 to 34 AufenthG as the spouse, registered life partner, or child of a foreigner with a residence permit and have been continuously living in Germany for at least 15 months without interruption legally, after being temporarily admitted, or permitted to stay in the country

(section 5 subsection 1 number 6 LHGebG).

Contact

www.h-ka.de/die-hochschule-karlsruhe/einrichtungen/studierendenbuero

Proof:

Residence permit according to sections 25 subsection 3 or 4 sentence 2, or subsection 5, or section 31 AufenthG or section 30 or 32 to 34 AufenthG

- If the residence permit was issued less than 15 months ago: Certificate by the Aliens' Office confirming that residence has been at least 15 months without interruption legally, after being temporarily admitted, or permitted to stay in the country.
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- I am a foreigner permitted to stay in the country holding permanent residency and have been living in Germany for at least 15 months without interruption legally, after being temporarily admitted, or permitted to stay in the country (section 5 subsection 1 number 7 LHGebG).

Proof:

- Entry in the passport confirming permission to stay in the country, or certificate confirming permission to stay in the country
 - If the residence permit was issued less than 15 months ago: Certificate by the Aliens' Office confirming that residence has been at least 15 months without interruption legally, after being temporarily admitted, or permitted to stay in the country.
-

- I have been legally residing in Germany for a total duration of at least five years and have been legally employed (section 5 subsection 1 number 8 LHGebG).

Proof:

- Social insurance statements and tax statements and statements by the employer
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- At least one of my parents has resided and worked legally in Germany for three of the six years prior to the start of my studies (section 5 subsection 1 number 9 LHGebG).

Proof:

- Birth certificate with legal translation
 - Social insurance statements and tax statements and statements by the employer
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- I have already graduated from a bachelor's and a master's program in Germany (section 5 subsection 1 number 10 option 1 LHGebG).

Proof:

- Bachelor's degree certificate
 - Master's degree certificate
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- I have already obtained a state examination degree or a Diplom degree or a Magister degree in Germany (section 5 subsection 1 number 10 option 2 LHGebG).

Proof:

- State Examination certificate, Diplom certificate, or Magister certificate.
-

- I hold a permit of residency according to section 55 subsection 1 Asylgesetz (law regulating asylum) and am a national of Syria, Eritrea, Iran, Iraq or Somalia (section 6 subsection 6 LHGebG).

Proof:

- Permit of residency
 - Submit passport
-

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- I have a disability as defined in section 2 of the Ninth Social Code (Neuntes Sozialgesetzbuch) which causes considerable difficulties during studies (section 6 subsection 7 LHGebG).

Proof:

- Handicapped ID
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II.

Declaration:

I hereby declare that I have filled in the form accurately and completely. I am aware that all information provided serves as a basis to consider the exemption from the obligation to pay tuition fees, and that I must notify the Tuition Fees Office immediately of any subsequent changes. At the request of the Student Registry, I will present, for enrollment, the original document or certified copies to the hardcopies submitted previously.

I am aware that the application must be submitted before the start of the lecture period of the semester of application and that the request to establish exemption does not release me from the timely payment of the tuition fee. This fee will be refunded to me by the University as soon as it has been ascertained that there are grounds for an exception or exemption from the fee requirement.

Place, date

Signature of the applicant