

Application for Refund of Semester Ticket Fee

Please note the deadline for applications:

Summer semester up to **April 15**, and winter semester up to **October 15**.

The chip card must have been revalidated by **April 20** or **October 20**.

Please read the info sheet "Refund of Semester Ticket Fee"! A refund can only be given if the deadlines noted there are kept to!

Applications which are incomplete or submitted late will not be processed.

I hereby apply for a refund of the semester ticket fee for

Summer semester _____

Winter semester _____/____

Personal Details

Student ID number (<i>Matrikelnummer</i>)	
Family Name	
First Name	
Street, House Number	
Zip Code, Town	
Date of Birth	
Place of Birth	
E-Mail	
Telephone (optional)	

Reason for Refund	Required Proof
<input type="checkbox"/> Semester abroad	✓ Semester Enrolment Certificate
<input type="checkbox"/> Internship	✓ Internship Certificate
<input type="checkbox"/> Double degree with RMV/RNN semester ticket	✓ Semester ticket of second university ✓ Confirmation of payment for semester ticket fee at second university
<input type="checkbox"/> Illness	✓ Doctor's certificate
<input type="checkbox"/> Doctoral or successful thesis application candidates not currently living in the RMV/RNN and Bingen-Rüdesheim ferry area and who have no further face-to-face classes	✓ Confirmation from Examinations Office ✓ Residence Confirmation

in Geisenheim, having fulfilled requirements for registration for final exam	
<input type="checkbox"/> Severe Disability	<input checked="" type="checkbox"/> Copy of Disability Pass <input checked="" type="checkbox"/> Copy of Supplement to Disability Pass
<input type="checkbox"/> On-leave semester	<input checked="" type="checkbox"/> Semester Enrolment Certificate

Bank Details	
Account Holder	
IBAN	
BIC	
Bank	

Notes

<p>I confirm that I have read the information about the semester ticket refund and that I have filled in all the details in this form accurately.</p> <p><input type="checkbox"/> I confirm that my bank details can be passed to the AStA for the refund of the AStA fee (if not do NOT tick the box)</p>	
<hr style="width: 80%; margin-left: 0;"/> <p>Place, Date</p>	<hr style="width: 80%; margin-left: 0;"/> <p>Signature</p>

To be completed by Hochschule Geisenheim University/Studierendenbüro:	
<input type="checkbox"/> Antrag genehmigt	<div style="display: flex; justify-content: space-around; align-items: center;"> <div style="text-align: center;"> <hr style="width: 80%; margin-left: auto; margin-right: auto;"/> <p>Datum</p> </div> <div style="text-align: center;"> <hr style="width: 80%; margin-left: auto; margin-right: auto;"/> <p>Unterschrift</p> </div> </div>

_____ €

Betrag

Antrag abgelehnt

Datum

Unterschrift

Grund der Ablehnung

To be completed by Hochschule Geisenheim University:

Rechnungswesen

Sachlich und rechnerisch richtig mit (€ _____):

Sachkonto:

Auftrag/Kostenstelle:

Geprüft und gebucht:

Überwiesen am:

Anordnungsbefugnis:

Anlagen-Nummer:

Bettina Kiedrowicz (Dipl. Kffr.)

– Leitung Studium und Lehre –