

## Request for refund of the semester ticket

Please use block letters.

### General information

Name: ..... Date of birth: .....

First name: ..... Address: .....

E-Mail: ..... Postal code, city: .....

IBAN: .....

BIC: ..... Bank: .....

### Hereby I file a request for refund of the semester ticket for the:

Winter semester ..... (Deadline for request: 7th November)

Summer semester ..... (Deadline for request: 7th May)

**Flat:**  own  with parents/relatives

**Family status:**  unmarried  married

separated  widowed

**Children:** Number: ..... Age: .....

**Health insurance:**  own (add proof)  Family insurance

### Needful documents:

Confirmation of student status

Bank statements of your account of the last three months

Lease agreement of the flat

### Other documents (if available):

Certificate of BAföG  monthly income statement

Certificate of housing benefits  other financial aid (e.g. stipend or grant)

**Brief motivation of the financial emergency:**

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The requests will be edited until the sequence of the deadline. Only completely filled requests with all needful documents will be considered.

The applicants have to correct their financial situation in a suitable extent. Other financial aids take precedence over this request.

I know that incorrect and/or incomplete information can be prosecuted and that wrong reimbursed sum can be reclaimed.

I assure that my information is correct and complete.

.....  
City, date

.....  
Signature