

[This application can be filled out and submitted digitally!](#)

Last updated: July 2022



Application for de-registration as a student of FUAS or a specific degree programme

In the summer semester 2022 winter semester 2022/23

| | |
|-----------------------|------------------------|
| Last name | First name |
| Student ID no. | Degree programme |
| Street and street no. | Postal code and town |
| Phone no. | Private e-mail address |

Reason for my leaving FUAS:

- Successful completion of studies after a final exam
- Dropping out or taking a leave of absence
- Completion of studies without a final exam (only for expiring programmes)
- Change of universities
- Voluntary service
- Termination of studies after failing an exam (§42 para. 2 Higher education Act)
- Other reasons

Change of degree programmes within FUAS. Reason for de-registering from degree programme:

- Successful completion of studies after a final exam
- Change of degree programme without a final exam

De-registration date*: _____

A retroactive de-registration can only be carried out if you have successfully completed your studies after a final exam.

*The date of your de-registration is relevant for social insurance matters (e.g. BAföG funding, medical insurance cover for students, unemployment benefits/Hartz IV).

In order to not lose your student status between semesters choose the last day of the semester as the day of your de-registration (28 Feb or 31 Aug).

_____, on _____
Place

Signature of the applicant
(Applications without a signature are not valid!)

Please fill out our **de-registrations survey** and evaluate your studies with us:



You can fill out the survey online:

<https://hs-flensburg.de/go/exmatrikulationsbefragung>

The survey is anonymous. After completing the survey, you will be forwarded to an external page and you will have the option to participate in a raffle.

Yes, I have filled out th survey.

Please submit the filled out application to **Student Administration** (studierendensekretariat@hs-flensburg.de).

You can do so via e-mail using this button:

| The following will be filled out by Student Administration | |
|--|---------------------------|
| STU-Eingabe erfolgte am, von: | _____ |
| Bescheinigungen versandt am: | _____ |
| Entlastungen | Studiengang |
| Zentrale Hochschulbibliothek | Alle _____ |
| Prüfungsmanagement | Alle _____ |
| 1 Interne Fachkommunikation (Entlastung über „Hiwis Doku“, D6) | IFK _____ |
| 2 Inst. Medien- und Angewandte Informatik (Hr. Hans Gondesen, A120a) | MI + AI IGM _____ |
| 3 Inst. für Kommunikationstechnologie (Hr. Florian Hansen, D317) | AI _____ |
| 4 Inst. für Maschinenbau (Hr. Joachim Stamp, D116) | Systemtechnik MB _____ |
| 5 Inst. für Verfahrenstechnik und Biotechnologie (Hr. Holger Rehmann, B120) | BLVT ABFS _____ |