Universität Regensburg
Registrar's office (Studentenkanzlei)
Universitätsstr. 31
93053 Regensburg

Opening hours:
Mon. to Fri. 8:30 a.m. to 12:00 p.m.
add. Thu. 1:00 p.m. to 3:00 p.m.
currently no office hours
Tel.: 0941/943-5500
Fax: 0941/943-2385

Application to terminate enrollment

Student ID number

Last name, first name

I hereby apply to terminate my enrollment:

- ☐ immediately
- ☐ at the end of the summer-/ winter term 20...../.....

Reason for terminating enrollment:

- ☐ Ending the program after finishing examinations
- ☐ Examination conclusively failed
- ☐ Ending the program without examination
- ☐ Changing university
- ☐ (Erasmus/Exchange) No examination possible
- ☐ Startung voluntary service
- ☐ Interrupting studies
- ☐ Other reasons

Please note:
An application to terminate your enrollment immediately is to be sent with the **student card** for the **current semester** (please remember to get a refund of any credits on the card from the Mensa Card Office (**Mensacardbüro**) of student services before your return it).
We note that the student card and the certificate of enrollment lose their validity when the enrollment is terminated. Misuse of these can be prosecuted.
When enrollment is terminated at the **end of the semester** (March 31 or September 30), the student card does **not need to be returned**. Retroactive termination of enrollment is not possible (the earliest possible date is that of the receipt of the application). The application is to be filled in and signed, and presented at or sent to the Registrar's Office. You will then receive certification of the termination of the enrollment, which will be needed for a new enrollment at a German institution of higher education, and is also needed by many public authorities.

_____ _____
Date Signatur student

Comments (Studentenkanzlei)

The termination of enrollment was pronounced or made legally valid on _____.

☐ The student card for the current semester was returned.

...../.....
Date Official in charge