Application for Deregistration / Withdrawal from Enrolment

Please submit the original document to the Student Advisory Service

HOCHSCHULE RHEIN-WAAL
Rhine-Waal University
of Applied Sciences

Last name	First name

Current address

Matriculation number	Degree programme

Date of deregistration / withdrawal:

By the end of ☐ winter semester 20_____ / 20_____ (28.02) ☐ summer semester 20_____ (31.08.)

☐ or by: _____ (date of application or preferred future date)

Please note: If you wish to be deregistered before the end of a semester, your application can only be considered if you enclose the according **Student ID/SemesterTicket**. For a refund of the semester fee please submit a separate **refund application**, as paid fees are not refunded automatically.

Reason for deregistration:
☐ Degree / Graduate
☐ Withdrawal from enrolment (before the official start of lectures /only for first semester students)
☐ Other reason (please specify):

The following departments need to sign this application, to confirm that there are no outstanding issues. This is a requirement for deregistration.

Library		Date / signature
No fees due	☐	
No unreturned books	☐	
Library pass returned or not issued	☐	
Student Advisory Service		Date / signature
SemesterTicket has been returned (if deregistration date before the end of semester)	☐	

Please note: The University E-Mail Account will no longer be available after deregistration except for graduates of Rhine-Waal University. You will receive a digital version of the deregistration certificate via email to your personal email address deposited in your HIS-studentportal. The original will be sent to you by post, if a German address is available in HIS.

_____   _____
Place, Date   **Signature**

For internal use (please leave blank)	
Eingangsdatum des Antrags (*Zentrale Studienberatung*)	Datum & Kürzel :
Semesterticket eingereicht (*Studierendenservice*)	Datum & Kürzel :
Prüfungsservice informiert (*Studierendenservice*)	Datum & Kürzel :
KV STU mit Nachweis in Akte abgeglichen (*Studierendenservice*)	Datum & Kürzel :
In STU eingetragen (*Studierendenservice*)	Datum & Kürzel :
Bei Rücktritt vor Studienbeginn: M20 in STU storniert (*Studierendenservice*)	Datum & Kürzel :