

# Application for Deregistration / Withdrawal from Enrolment

Please submit the original document to the Student Advisory Service

<b>Last name</b>	<b>First name</b>
<b>Current address</b>	
<input type="checkbox"/> by post <input type="checkbox"/> for pick-up	
<b>Matriculation number</b>	<b>Degree programme</b>
<b>Date of deregistration / withdrawal:</b> By the end of <input type="checkbox"/> winter semester 20____ / 20____ (28.02) <input type="checkbox"/> summer semester 20____ (31.08.) <input type="checkbox"/> or by: _____ (date of application or preferred future date)	
<b>Please note:</b> If you wish to be deregistered before the end of a semester, your application can only be considered if you enclose the according <b>Student ID/SemesterTicket</b> . For a refund of the semester fee please submit a separate <b>refund application</b> , as paid fees are not refunded automatically.	
<b>Reason for deregistration:</b> <input type="checkbox"/> Degree / Graduate <input type="checkbox"/> Withdrawal from enrolment (before the official start of lectures /only for first semester students) <input type="checkbox"/> Other reason (please specify):	

**The following departments need to sign this application, to confirm that there are no outstanding issues.**

<b>Library</b> No fees due <input type="checkbox"/> No unreturned books <input type="checkbox"/> Library pass returned or not issued <input type="checkbox"/>	Date / signature
<b>Student Advisory Service</b> SemesterTicket has been returned <input type="checkbox"/> (if deregistration date before the end of semester)	Date / signature

**Please note:** The University E-Mail Account will no longer be available after deregistration except for graduates of Rhine-Waal University.

\_\_\_\_\_  
**Place, Date**

\_\_\_\_\_  
**Signature**

For internal use (please leave blank)	
Eingangsdatum des Antrags ( <i>Zentrale Studienberatung</i> )	Datum & Kürzel :
Semesterticket eingereicht ( <i>Studierendenservice</i> )	Datum & Kürzel :
Prüfungsservice informiert ( <i>Studierendenservice</i> )	Datum & Kürzel :
In STU eingetragen ( <i>Studierendenservice</i> )	Datum & Kürzel :
Krankenkassen-Abmeldung ( <i>SA</i> )	Datum & Kürzel :