

An die  
Albert-Ludwigs-Universität Service Center Studium  
International Admissions and Services  
Postfach  
79085 Freiburg

University receipt stamp

**Application**

**To determine legal exclusion and/or exemption from tuition fees**

Desired Degree Programm		Subjet(s) of Study	
Application/Matriculation Number		Date of Birth	Place of Birth/Country
Last Name		First Name	
Street Address			City
Country	Nationality	E-Mail	

I hereby apply to determine my legal exclusion and/or exemption from tuition fees according to § 3 para. 1 clause 1 of the Baden-Württemberg state law on higher education tuition (Landeshochschulgebührengesetz - LHGebG) due to one of the reasons listed under I.

Note: According to § 3 para. 1 clause 1 of the LHGebG, international students are generally required to pay tuition. However, the law observes certain exceptions in which international students are not required to pay tuition or are exempt from doing so. If you fulfill the exclusion/exemption requirements and can offer proof through the necessary documents within the deadline, you will not have to pay international student tuition fees.

**Please mark the appropriate line below and include a copy of all required documents!**

**Documents in German or English will be accepted.**

**I.**

- ☐ Based on my family relations (spouse, life partner or child who is citizen of an EU-member state – or one of the Contracting States that falls under the European Economic Area (EEA), I have the right to invoke the **Freedom of Movement Act/EU** according to § 3 para. 1 and 4 of the **Act on the General Freedom of Movement for EU Citizens** (Freizügigkeitsgesetz/EU).

or

I cannot invoke this right as a child because I am older than 21 years and I do not receive financial support from my parents/spouse/life partner. (§5 para. 1 No. 1 LHGebG).

**Verification:**

- ☐ Residence card according to § 5 para. 1 clause 1 Freedom of Movement Act/EU or permanent EU residence permit (Residence permit-EG) according to § 7a Residence Act/EEA (Aufenthaltsgesetz/EWG) Note: You can apply for the residence card at the appropriate immigration authorities.
- ☐ Other:
  
- ☐ I have a settlement permit or an EU permit for permanent residency (Erlaubnis zum Daueraufenthalt-EU) according to the Residence Act (§ para 1 No. 2 LHGebG).

**Verification:**

- ☐ Settlement permit or an EU permit for permanent residency
  
- ☐ My normal place of residency is in Germany. I have been recognized outside the federal territory as a refugee according to the Geneva Refugee Convention (GFK) and have more than just temporary permission to stay in the Federal Republic of Germany (§ 5 para. 1 No. 3 LHGebG).

**Verification:**

- ☐ Entry in your passport or submission of travel documents for refugees according to Art. 28 GFK
- ☐ Residency status that allows for more than temporary residency (ex. settlement permit, asylum, etc.)
  
- ☐ I am a displaced person according to the law pertaining to the status of displaced persons in the federal territory (§ 5 para. 1 No. 4 LHGebG).

**Verification:**

- ☐ Official certificate or entry in your passport replacement papers about your status as a displaced person
  
- ☐ I have a permanent residency within Germany and have a residence permit according to §§ 22, 23 para. 1, 2 or 4, §§ 23 a, 24, 25 Para. 1 or 2, §§ 25 a, 25 b, 28, 37, 38 Para. 1 Clause 1 No. 2 or § 104 a AufenthG

or

As a spouse, life partner or child of a foreigner with a settlement permit, I have a residence permit according to §§ 30 or 32 through 34 AufenthG.

(§ 5 Para. 1 No. 5 LHGebG).

**Verification:**

- ☐ Residence permit according to §§ 22, 23 Para. 1, 2 or 4, §§ 23a, 25 Para. 1 or 2, §§ 25a, 25b, 28, 37, 38 Para. 1 Clause 1 No. 2 or § 104a AufenthG or §§ 30 or 32 through 34 AufenthG
  
- ☐ I have a permanent residence in Germany, have a residence permit according to § 25 Para. 3 or 4 Clause 2 or Para. 5 or § 31 AufenthG and have spent at least 15 consecutive months in Germany without pause either legally, authorized or tolerated by the authorities

or

I have a permanent residence in Germany, have a residence permit as a spouse, life partner or child of a foreigner with a residence permit according to §§ 30 or 32 through 34 AufenthG and have spent at least 15 consecutive months in Germany without pause either legally, authorized or tolerated by the authorities

(§ 5 Para. 1 No. 6 LHGebG).

**Verification:**

- ☐ Residence permit according to § 25 Para. 3 or 4 Clause 2 or Para. 5 or § 31 AufenthG or according to §§ 30 or 32 through 34 AufenthG
- ☐ In the event your residence permit has been issued in fewer than 15 months: Confirmation from the immigration authorities that your residency has lasted at least 15 consecutive months without pause and has been legal, authorized or tolerated by the authorities.

- ☐ I am a tolerated foreign national with a permanent residency in Germany and have spent at least 15 consecutive months without pause in Germany, legally, authorized or tolerated by the authorities. (§ 5 Para. 1 No. 7 LHGebG).

**Verification:**

- ☐ Note in your passport about the authorized tolerance or certificate of tolerance
- ☐ In the event your residence permit has been issued in fewer than 15 months: Confirmation from the immigration authorities that your residency has lasted at least 15 consecutive months without pause and has been legal, authorized or tolerated by the authorities.

- ☐ I have spent a total of five years in Germany and have had regular employment (§ 5 Para. 1 No. 8 LHGebG).

Evidence has to be provided of 60 months in which the income was at the respective month's maximum BAföG level + 20% (= 2014: 716,40 €; 2015: 716,40 €; 2016: 778,80 €; 2017: 778,80 €; 2018: 778,80 €; 2019: 892,80 €; 2020: 902,40 €; 2021: 902,40 €; 2022 (incl. 09/2022): 902,40 €; 2022 (from 10/2022): 974,40 €; 2023: 974,40 €). Marginal employment ("geringfügige Beschäftigung") cannot be considered.

**Verification:**

- ☐ Tax assessment ("Lohnsteuerbescheid") of all years of employment in Germany
- ☐ List of residence permits held during the time of your employment in Germany. (Please contact the responsible Foreigners Office for this document.)

- ☐ At least one of my parents has both lived and worked regularly in Germany at least three of the six years before the start of my studies. (§ 5 Para. 1 No. 9 LHGebG).

Evidence has to be provided of 36 months in which the parent's income was at the respective month's maximum BAföG level + 20% (= 2014: 716,40 €; 2015: 716,40 €; 2016: 778,80 €; 2017: 778,80 €; 2018: 778,80 €; 2019: 892,80 €; 2020: 902,40 €). Marginal employment ("geringfügige Beschäftigung") cannot be considered.

**Verification:**

- ☐ Officially translated birth certificate
- ☐ Tax assessment ("Lohnsteuerbescheid") of all years of the parent's employment in Germany
- ☐ List of residence permits held by the parent during the time of their employment in Germany. (Please contact the responsible Foreigners Office for this document.)

- ☐ I have already completed a bachelor's and master's degree in Germany (§ 5 Para. 1 No. 10 Variante 1 LHGebG).

**Verification:**

- ☐ Bachelor's degree certificate  
☐ Master's degree certificate

- ☐ I have already completed my state examination or a Diplom study program or a Magister degree program in Germany (§ 5 Para. 1 No. 10 Variante 2 LHGebG).

**Verification:**

- ☐ State examination certificate  
☐ Diplom certificate  
☐ Magister degree certificate

- ☐ I have a temporary residence permit according to § 55 Para. 1 asylum law and am a Syrian, Somali, Afghan or Eritrean citizen (§ 6 Para. 6 LHGebG).

**Verification:**

- ☐ Temporary residence permit  
☐ Copy of your passport

- ☐ I have a disability according to § 2 in Book IX of the Social Security Code that greatly impacts my ability to study (§ 6 Para. 7 LHGebG).

**Verification:**

- ☐ Disability ID card

## II.

Declaration:

With my signature I hereby attest that the details stated above are complete and accurate. I am aware that all details serve as the basis for determining my exemption from tuition fees and that I must immediately show any and all subsequent changes to my application to the University. Upon the Student Service Center's request, I will provide either the original or certified copy of all documents for matriculation.

I know that the application must be submitted before the start of the lectures for the semester for which I applied and that the application for tuition exemption does not release me from my obligation to pay the tuition on time. As soon as an exclusion and/or exemption is determined, the University will return the fees to me.

Place and date of issue	Applicant's signature
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