

University receipt date stamp:

To the
Albert-Ludwigs-Universität Freiburg
Service Center Studium
Registration Office
Sedanstraße 6
79098 Freiburg

- ☐ First application
☐ Subsequent application

Application
**for exemption from the compulsory fee for international students due
to a practical study semester**

Deadline for application: during re-registration (winter semester: 01.06.-15.08.,
summer semester: 15.01.-15.02.), but no later than **one day before the start of
lectures** for the respective semester.

Matriculation Number	Date of birth
Last name	First name
Street and number	Postcode and city
E-Mail	Telephone

For the _____ **summer semester/winter semester** I hereby apply for **exemption from the compulsory fee** in accordance with § 6(2) No. 2 and 3 Landeshochschulgebührengesetz (LHGebG, State University Fees Act) for the following reasons:

**Please tick as applicable and enclose the necessary documents, EITHER the original OR a
certified copy.**

☐ **Practical semester in the teacher training programmes (M.Ed.)**

Evidence:

Certificate of registration for the applicable semester from the school where the internship is to take place. A final certificate that you have completed the school's internship semester must be submitted before re-registration for the next semester at the latest. If this certificate is not submitted, re-registration for the next semester can only take place if the tuition fees for the semester in which you undertook your teacher training are paid in full.

☐ **Practical study semester in other degree programmes** - such a semester only exists if it is integrated into the relevant degree programme according to the relevant examination regulations and extends over the entire semester (6 months). Teaching, examination and supervision services offered by the university may not be taken up. Contracts as student assistants and working student contracts do not count as practical study semesters. Similarly, so-called *lab courses* are not recognised as practical study semesters within the meaning of § 6(2) No. 3 LHGebG and § 29(3) Sentence 2 LHG. Internships that do not have to be completed consecutively and can be completed over a period of several semesters are also not practical study semesters within the meaning of § 29(3) Sentence 2 LHG.

Evidence:

- Certificate from the study coordinator for your department, showing that you will conduct your practical study semester within the above period.
- Signed internship agreement giving start and end dates.

☐ **Completion of the practical year in the course of study in human medicine in accordance with § 6(2) No. 2 LHGebG and § 1(2) Sentence 1 No. 1 ÄApprO in conjunction with § 3 ÄApprO**

Evidence:

Allocation notice for the practical year of the Medical Faculty of the University of Freiburg with start and end date.

Declaration:

By signing I confirm that the information I have given is **complete and correct**. I am aware that all information is used as the basis for reviewing the exemption from the compulsory fee and **I must notify the department International Admissions and Services immediately if there are any changes.**

I know that I must submit the application before the start of the lecture period for the relevant semester and **that an application for exemption does not release me from the obligation to pay tuition fees promptly.** The university will reimburse me if my application is successful.

Place, date

Signature