

TU Bergakademie Freiberg

Department 2: Study and Research

Student Office / Tel.: (03731) 39-2643, -2578, -2267 or -2548

Application for Leave of Absence

(Antrag auf Beurlaubung vom Studium)

Surname, First Name:

Date of birth: Student registration number:

Course of study:

I herewith apply for a leave of absence for the following semester(s):

winter semester 20 /

summer semester 20

This application form needs to be returned to the Student Office **before the semester starts**. In addition, the Enrolment Regulation (*Immatrikulationsordnung*) of TU Bergakademie Freiberg of 19 April 2010 is valid (*Amtliche Bekanntmachung der TU Bergakademie Freiberg* No 16 of 19 April 2010) as far as its regulations do not contradict the *SächsHSFG* (Law on University Freedom).

The duration of the leave of absence is regulated by § 20 *SächsHSFG*.

Reason for leave of absence:

(Data collection on the basis of the data directory of the Federal Office of Statistics)

(1) Medical reason

(5) Military service

(2) Preparation for repeat examination

(7) Maternity/Parental leave

(3) Additional internship

(9) Other

(i. e. a disability arisen during study, care of a near relative)

(4) Stay abroad

Further documents supporting the leave of absence need to be included.

My address during my leave of absence:

I have to re-register for every semester in proper form and in time.

Statement:

I hereby certify that I will notify all authorities, institutions and persons that already received certificates of my enrolment of the current and/or future semester of my leave of absence from university.

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Date, Application's signature

p.t.o.

Withdrawal endorsements

(Withdrawal need to be done by the applicants themselves and the university unit as given below need to approve of the withdrawal from university. They need to date, sign and stamp the form.)

1. International Centre (IUZ)

(only for international students or if a stay abroad is planned)

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(to be completed by the Student Office)

Bearbeitungsvermerk durch das Studierendenbüro:

1. Die Beurlaubung erfolgt für das WS 20 ____ / ____ SS 20 ____

Damit wurden bisher insgesamt _____ **Urlaubssemester** genehmigt.

2. Die Aktualisierung der Studentendatei ist erfolgt.

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Datum, Unterschrift der Bearbeiterin