

Application for reimbursement of the semester ticket fee according to § 4 Beitragsordnung der Studierendenschaft der Universität des Saarlandes dated March 16, 2019



StuPa
STUDIERENDEN-
PARLAMENT DER
UNIVERSITÄT DES
SAARLANDES

An die Beauftragten des
Studierendenparlamentes der
Universität des Saarlandes
Gebäude A5.2
Abhofach 5
D-66123 Saarbrücken

I hereby apply for reimbursement of the semester ticket fee for the **summer term 2024** in accordance with § 4 Beitragsordnung der Studierendenschaft der Universität des Saarlandes dated March 16, 2019.

student number: _____

full name: _____

street; house number: _____

postal code; place: _____

phone number: _____

email address: _____

bank/credit institution: _____

BIC: _____

IBAN: _____

account holder: _____

Important note: The semester ticket fee can only be refunded if the semester ticket imprint on your student ID (UdS Card) has been removed by the student body (AStA)! (Exception: late registration)

Justification

Severe disability

I am severely disabled, entitled to free transportation and in possession of a valid token (§ 4, No. 1). The following documents are enclosed:

- 1) the original student ID (UdS Card) for validation of the semester ticket,
- 2) a copy of the certificate of enrollment,
- 3) a colored copy of the Disability Card,
- 4) if available, a copy of the supplement to the ID from the pension office with a valid token.

The application deadline is May 15, 2024.

Leave of absence

I am on leave of absence for the summer semester 2024 (§ 4, No. 2). The following documents are enclosed:

- 1) the original student ID (UdS Card) for validation of the semester ticket,
- 2) a copy of the certificate of enrollment with a note of leave of absence.

The application deadline is May 15, 2024.

Study-related stay outside the Saarland (without leave of absence)

I will be staying outside the SaarVV network area for at least three months in the summer semester 2024 due to my studies (§ 4, No. 2 & 3). The following documents are enclosed:

- 1) the original student ID (UdS Card) for validation of the semester ticket,
- 2) a copy of the certificate of enrollment with the subject note,
- 3) a copy of the proof of the study-related stay outside the contract area (e.g. enrollment certificate of a foreign university, copy of the internship contract, in case of doctorate: a confirmation of the supervisor about the study-related stay outside the contract area).

The application deadline is May 15, 2024.

Postgraduate studies

I am enrolled in one of the following postgraduate programs in the summer semester 2024 (§ 4 No. 2): Europäisches und Internationales Recht, European Management, Evaluation, Magister/Magistra der Rechte, Sport-/Gesundheitsmanagement, Wirtschaftsrecht für die Unternehmenspraxis. The following documents are enclosed:

- 1) the original student ID (UdS Card) to validate the semester ticket,
- 2) a copy of the certificate of enrollment with the subject reference.

The application deadline is May 15, 2024.

Early de-registration / exmatriculation (in the current semester)

I have de-registered as of _____ (DD.MM.YYYY) (§ 4, No. 4). The following documents are enclosed:

- 1) the original student ID (UdS Card)
- 2) a copy of the certificate of de-registration

I will be reimbursed a proportionate amount of € 21.92 per month for each of the remaining full months. However, the reimbursement amount must be at least € 43,80.

The application period ends 14 days after the day of de-registration.

Late enrollment / re-registration

I have enrolled or re-registered as of _____ (DD.MM.YYYY) (§ 4, No. 5). I enclose a copy of my enrollment certificate and a confirmation stamp from the Admissions Office.

I will receive a refund of € 21.92 per month for the months that have already fully elapsed. However, the refund amount must be at least € 43.80.

The application period ends 14 days after the day of enrollment or re-registration.

Privacy policy

I agree that my data may be collected, processed and used for the purpose of semester ticket reimbursement in accordance with § 4 Beitragsordnung der Studierendenschaft der Universität des Saarlandes, as well as passed on to the following involved third parties, transmitted and there also processed and used for this purpose (the data will be stored for a period of ten years):

- General Students' Committee of Saarland University
- Ticket Office (Kartenbüro) of Saarland University
- Admissions Office (Studierendensekretariat) of Saarland University
- In individual cases:
 - Legal Department of Saarland University
 - International Office of Saarland University
 - Chairs of the Saarland University
- In the case of applications from Homburg: Studierendenwerk Saarland
- In case of objections: Objections Committee of the Student Parliament of Saarland University

I have been informed that the personal data of my person collected within the scope of the above-mentioned purposes will be collected, processed, used and transmitted in compliance with the Saarland Data Protection Act (SaarIDSG).

I have also been informed that the collection, processing and use of my data is on a voluntary basis. Furthermore, that I can refuse my consent with the consequence that the application cannot be processed, or revoke it at any time with effect for the future.

I will address my declaration of revocation to

Die Beauftragten des Studierendenparlamentes der Universität des Saarlandes

email: erstattung@asta.uni-saarland.de

The AStA is not liable for lost ID cards. Even if we keep your ID card safe and send it back to you with your notification, it can unfortunately happen from time to time that an ID card is lost (in the mail). In order to prevent this, it is advisable to hand in your ID during the office hours of the semester ticket refund.

The maximum refund amount for the winter semester 2023/2024 is € 131,50. The AStA reserves the right to retain € 1.50 of the original semester ticket fee of € 133.00 for any expenses such as postage, etc. All documents including student ID must be received by the end of the application period, otherwise the application will be considered unfounded.

I assure that I have enclosed all necessary documents and that the provided information is complete and correct.

Place, date and signature

Please also fill in the address field in the enclosed notice!

Notice regarding the application for reimbursement of the semester ticket fee according to § 4 Beitragsordnung der Studierendenschaft der Universität des Saarlandes dated March 16, 2019.



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name
street
ZIP place

Please fill in address field! (to be filled in by the applicant)

Dear Applicant,

Your application dated _____

- has been granted.
 - 2 3 4 5 6 months à € 21,92 will be reimbursed. (A maximum of € 131,50 can be reimbursed.)
 - In the enclosure you will receive your student ID card, which has been validated as a semester ticket, back.
 - The transfer will be made to the account you specified after May 15, 2024. If you have any questions, please contact our staff:
erstattung@asta.uni-saarland.de
0681 302 4322

has been rejected. The following were the reasons:

Notice of appeal:

You can appeal against this decision in writing within one month after receipt of the letter. The appeal should be addressed to AStA der Universität des Saarlandes, Abhofach 5, 66123 Saarbrücken.

Yours sincerely, on behalf of the Reimbursement Committee

Saarbrücken, _____