AStA Universität Lüneburg - Attn. Theresa Glawe / Kristina Frank –Universitätsallee 1 21335 Lüneburg	**Application for refund of the semester ticket fee**	
	Basis: hardship regulation September 2016 with the 3. adaptation	Entry:

Personal information:

Surname, First name*	
Birth date*	
Street, Nr.*	
ZIP, city*	
matriculation number*	
Major*	
Telephone Nr.*	
Email Address*	

all * marked boxes are obligatory

Surname, First name*	
IBAN*	
BIC	
Name of Bank*	

all * marked boxes are obligatory

Semesterticket fee refund for (please check):   o WS __/__   o SoSe ____
Application in WS until 30.11. or in SoSe until 31.05. possible

Reason of hardship: o severe disability
                                 o severe disability with mark
(please check)   o care relative
                                 o care of children with severe disability
                                 o financial reasons
                                         o parents

        o health reasons*²
        o maternity leave*²
        o absence from area of application of the SemesterTicket due to
        the corona pandemic
        o absence from area of application of the SemesterTicket for at
        least 120 days

*² Application until 30.09. or 31.03. possible

Documents to submit:
(Please check if part of the application)

Severe disability:	o confirmation of enrollment
	o copy face and reverse of the severely handicapped pass
Severe disability with mark:	o confirmation of enrollment
	o copy face and reverse of the severely handicapped pass
Care relative:	o confirmation of enrollment
	o confirmation (issued max 1,5 years ago) of nursing/health insurance of carework of a relative
Care of children With severe disability:	o confirmation of enrollment
	o copy face and reverse of the severely handicapped pass of the disabled child
Financial Reasons:	o confirmation of enrollment
	o topical statement of bank account of the last three month pre application
	o parents affirmation (extra formular)
	o copy of rental agreement (if own flat/shared living)
	o copy of financial informations (BAföG, KFW, scholarship, housing benefit etc)
	o overview over income and expenses
	Extra for students with children:
	o birth certificate of children
	o short written statement with enumeration of the financial surplus loads
Health Reasons:	o confirmation of enrollment
	o medical certificate over a minimum time of 3 month
Maternity Leave:	o confirmation of enrollment
	o copy of mother certificate
Absence due To Corona:	o confirmation of enrollment
	o an enumeration of the enrolled classes e.g. myStudy time table in list display (must take place entirely online)
	o confirmation of housing enrollment placed outside from area of application of the SemesterTicket (issued after 01.03.2021)
	o SemesterTicket must be sent in for devalidation (either with the

application or immediately after the application has been approved)

Absence for
120 days:

o confirmation of enrollment
o Confirmation from the doctoral supervisor or supervisor of the bachelor's/master's thesis about a stay of at least 120 days outside the area of validity of the semester ticket.
o SemesterTicket must be sent in for validation (either with the application or immediately after the application has been approved)

Careful: Only complete applications can be edited and considered! If possible please send the application via post to the address mentioned above.

I guarantee, that my allegations are complete and correct. Wrong and uncomplete allegations lead to denial or if necessary reclaim. I am aware that the attached informations, documents and the application will be stored.

_____   _____
Place, Date   Signature