

## Continuing your studies in the summer semester 2019 – Re-Registration

Dear student,

We would like to inform you that you have to re-register within a given timeframe if you want to continue your course next semester (summer semester 2019).

***Please read this information carefully.***

**The period of re-registering is 15 January to 15 February 2019.**

You are required to transfer your semester contribution of **EUR 154.70** to the university's bank account in order to be able to continue your studies next semester. As soon as the whole amount (and possible outstanding amounts from the previous semester) has been credited to us and any restriction notes (e.g. if you have not produced your proof of health insurance) have been dealt with, you will be re-registered.

The contribution consists of the following individual fees:

- EUR 49 for student services (*Studierendenwerk*)
- EUR 70 for administrative costs
- EUR 35.70 for the constituted student body (EUR 7.50 for the constituted student body, EUR 25.80 basic contribution for the semester ticket for public transportation and EUR 2.40 for the nextbike services)

International students who are enrolled at Heidelberg University in the context of a bilateral exchange programme are exempt from paying the share for administrative costs (EUR 70).

International students who are enrolled at Heidelberg University in the context of short-term studies (*Kurzzeitstudium* – non degree-seeking students) are exempt from paying the share for the constituted student body (EUR 7.50).

### **Modes of payment**

You can pay the contribution as follows:

#### **Bank transfer to the university's account**

Beneficiary: Universität Heidelberg  
Banking details: IBAN: DE28 6005 0101 0004 9617 81  
SWIFT/BIC: SOLADEST600  
(Sort code: 600 501 01, Account number 4961781)

Beneficiary's bank: Baden-Württembergische Bank, Stuttgart

Reference 1: your student enrolment number

Reference 2: your surname and first name

Please enter the reference data correctly; otherwise we cannot process the payment.

### **SEPA direct debit via LSF**

See <http://lsf.uni-heidelberg.de>.

Please note: Before transferring your contributions you should check your status in LSF: Under "My functions" and "Administration of study" please click on "View charges account" – there you can see your fee status for the current and next semester.

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### **Tuition fees for international students and for a second degree (*Zweitstudium*)**

Since winter semester 2017/18 international students from non-EU/EEA countries enrolled in undergraduate degree programmes and consecutive Master's degree programmes at institutions of higher education in Baden-Württemberg are subject to tuition fees of EUR 1.500 per semester. International students are exempt from paying tuition fees if they are citizens of an EU/EEA member state, if they have a German higher-education entrance qualification (*Abitur*) or if they are enrolled in the scope of a bilateral exchange programme. Doctoral students as well as students preparing doctoral studies (*Vorbereitung auf ein Promotionsstudium*) are also exempt.

Students (of all nationalities) who start a second degree programme (*Zweitstudium*) must pay tuition fees of EUR 650. *Zweitstudium* means you have already completed a study programme in Germany.

Further information can be found at

<http://www.uni-heidelberg.de/courses/prospective/fees/index.html>

<https://mwk.baden-wuerttemberg.de/de/hochschulen-studium/studienfinanzierung/gebuehren-fuer-internationale-studierende-und-zweitstudium/tuition-fees-for-international-students/>

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Please also see the **information on our website** at [http://www.uni-heidelberg.de/courses/undergraduates/onlineservice/online\\_service.html](http://www.uni-heidelberg.de/courses/undergraduates/onlineservice/online_service.html) and the information in LSF under "Hints".

**Further information along with dates and deadlines** (e.g. for taking a leave of absence, for changing your study course etc.) is available at:

<http://www.uni-heidelberg.de/courses/undergraduates/formalia/re-registration.html>.

For **lecture periods** see <http://www.uni-heidelberg.de/courses/date/dates.html>.

If you have any questions, please call our *Infotelefon* at +49 6221 54-5454, send an email to [studium@uni-heidelberg.de](mailto:studium@uni-heidelberg.de) or drop in at our *Serviceportal* in Seminarstraße 2 (opening hours: Monday to Thursday 10am to 4pm, Friday 10am to 2pm).

Kind regards

Your Student Administration

*\*According to the email rules of Heidelberg University (cf. <http://www.urz.uni-heidelberg.de/md/urz/orginfo/ordnungen/em.pdf> - German only) you are required to maintain your university email address. We need it to provide you with important information and news.*