



# ASSESSMENT FOR PARTICIPATIONS

Surname, first name \_\_\_\_\_  
Date of birth \_\_\_\_\_  
Your address \_\_\_\_\_  
Telephone/e-mail \_\_\_\_\_  
Nationality \_\_\_\_\_  
Gender ☐ male ☐ female

**I apply for admission as a guest student:**

for the semester \_\_\_\_\_  
in the degree program \_\_\_\_\_  
for the course/s \_\_\_\_\_  
Scope (semester hours per week) \_\_\_\_\_

Please provide evidence of your previous education in the form of relevant school and vocational training certificates and professional experience.

I hereby confirm that the information I have provided is correct. I have taken note of the legal provisions printed overleaf.

\_\_\_\_\_  
Place and date

\_\_\_\_\_  
Signature of the applicant

- ☐ Consent: I hereby agree that the data provided by me may be collected and stored for the purpose of applying for guest auditor status (§ 64 LHG) at Aalen University of Applied Sciences. The data collected here will be deleted immediately in accordance with the legal requirements for data storage.
- ☐ I have read and note of the privacy policy of Aalen University of Applied Sciences.  
I hereby accept the privacy policy of Aalen University of Applied Sciences.

\_\_\_\_\_  
Place and date

\_\_\_\_\_  
Signature of the applicant

## Legal provisions for guest students

### § Section 64 (1) of the State Higher Education Act (LHG) of March 30, 2018

Students who can demonstrate sufficient education or artistic aptitude may be admitted to individual curricular courses (guest auditor studies), provided there is sufficient capacity. Guest students are not admitted to examinations. Coursework completed as a guest student will not be recognized as part of a degree course.

### § 6 Admission and Matriculation Regulations of Aalen University of Applied Sciences dated June 30, 2011

- (1) Students who can provide evidence of sufficient education may be admitted to individual courses upon application, provided there is sufficient capacity. Guest students are not admitted to examinations. Coursework completed as a guest auditor will not be recognized as part of a degree course (Section 64 (1) LHG).
- (2) Admission as a guest auditor requires payment of the guest auditor fee (§ 14 LHGebG). The amount of the fee is set out in the university's own statutes.
- (3) The guest auditor permit is issued for one semester at a time.

### § 17 State University Fees Act (LHGebG) of January 1, 2005

The guest auditor fee is between 50 and 300 euros per semester after the start of the lecture period and is set by the universities. The universities may vary the amount of the fee according to the type, number and number of hours of the courses attended and the financial capacity of the individual guest student. The guest student fee is due at the beginning of the semester.

### Statutes on the levying of fees, expenses and other charges at Aalen University of Applied Sciences (University Fee Statutes) dated 14.12.2006, last amended on February 1, 2018

No. 3.1. of the list of fees in Annex 1 to the University Fee Regulations:

<b>Fees for guest students per semester:</b>	<b>up to 4 SWS</b>	<b>60,€</b>
	<b>up to 8 SWS</b>	<b>120,€</b>
	<b>over 8 SWS</b>	<b>150,€</b>

Admission as a guest student  
is endorsed by the study program

\_\_\_\_\_  
Date, signature of the Dean of Studies

- ☐ The request is granted
- ☐ The application is not / not fully granted

Justification:

\_\_\_\_\_

\_\_\_\_\_  
Place and date

\_\_\_\_\_  
Signature of the Vice  
Rector