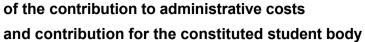
## **Request for reimbursement**

## of the contribution to administrative costs



I hereby apply for a refund		Notes from	Notes from the university	
☐ of the contribution to administrative co				
☐ of the contribution for the constituted for the	student body			
□ SS □ WS				
for the following reason:				
☐ De-registration as of				
☐ Rejection of the study place after refe	erral			
My data:				
Matriculation No.	ZIP CODE			
Name	Location		_	
First name	Telephone			
Street	e-mail			
Bank details:				
IBAN		BIC —————		
Banking institution	Account holder	r 		
Date and signature				
Only to be completed by the university				
Disbursement order:	Repayme	Repayment of customer credit note		
☐ Payment has been received		€	€	
☐ Factually and mathematically correct	Debtor no.	601590 Domestic 601591 Abroad	601590 Domestic 601591 Abroad	
Reimbursement:	St.Kz./Geschb.	A3	A3	
☐ 80,00 Euro ☐ 12,00 Euro (VS) ☐ 650,00 Euro ☐ 1500,00 Euro	G/L account/A/D	51000000	48900100	
	_ Cost center	8050699999		
Date and signature	Fund	80501004	_	
Spot check	Reconciliation account	24000000 Domestic 24100000 Abroad	24000000 Domestic 24100000 Abroad	
	Booking number	2410000 Abroau	Z410000 Abiodu	
Date and signature	-			
	Signature of the authorizing officer	r		

Hochschule Aalen



Telephone 0731 50-23810 Fax 0731 50-23831 ck-gl 85.515/31.01.2017

## Application for reimbursement of the student union fee

Semester periods: 01.03. to 31.08. and 01.09. to 28.02.

I hereby apply for a refund of the student union fee for the semester _			
Reasons and deadlines according to the Studierendenwerl	k's contribution regulations:		
(note that a refund can only be made after submission of the proof spec			
☐ Cancellation of enrollment for first-time/new enrollment before the start of	of the semester or exmatriculation by		
30.09. in the winter semester or by 31.03. in the summer semester at the	e latest		
Evidence: Certificate from the Registrar's Office confirming the of certificate of exmatriculation from the university	cancellation of enrollment or note from the university (see below) or		
☐ Proof of contribution payment			
Deadline: Receipt of the application by the Registrar's Office or Student S	Services by the end of the month in which the lecture period began		
☐ Exmatriculation from the previous university and admission to another	university by 30.09. in the		
winter semester or by 31.03. in the summer semester at the latest and subsequent matriculation			
Evidence: Certificate of exmatriculation from the previous university			
(please enclose)			
Proof of contribution payment for the previous univer-	rsity		
Deadline: Receipt of the application by the Registrar's Office or Student	Services by the end of the second month in which the lecture period		
begins.			
start was  Double payment for enrollment at several universities listed in the fee regularity.	ations		
<b>Evidence:</b> Proof of contribution payments for both universities			
Details of the study place:	Bank details:		
Name of the university	Account holder		
Aalen University of Applied Sciences  Matriculation number	IBAN		
Matriculation number	IDAN		
Surname, first name Date of birth	BIC		
Street, house number	Financial institution		
ZIP code, city	Date, signature		
E-mail address (for any queries)	Telephone number (for any queries)		
The date on which the application is received by the Studierend university is decisive for the timely submission of the application deadlines mentioned. Evidence can be submitted after the dead Studierendenwerk Ulm, Postfach 40 79, 89030 Ulm or the Studer the respective deadline.	on. Reimbursement is no longer possible after the Ilines if the application has been received by the		
If you have not started your studies or you do not yet have the certifica by the Registrar's Office of your university.	te of exmatriculation, please have the following section completed		
Note from the university			
The above-mentioned applicant was not enrolled. The rejection of the Registrar's Office.	the study place was received by at		
The above-mentioned applicant applied for de-registrationexmatriculated.	and was accepted		
☐ He/she has paid the contribution.			
☐ This is the cooperative study program:☐ Mechatronics/System Engir	neering		