

## Exmatriculation application

Second name: \_\_\_\_\_ First name: \_\_\_\_\_

Matriculation number: \_\_\_\_\_

Street/house number: \_\_\_\_\_

Postcode/Place: \_\_\_\_\_

### **Date of exmatriculation:**

Exmatriculation with current date

Exmatriculation at the end of the semester

Exmatriculation as of (not retroactive!) \_\_\_\_\_

### **Reason:**

Completion of studies after passing the examination

### **Interruption of studies with the aim of continuing at a later point in time** **(please attach informal application with expected period of interruption and proof(s), e.g. birth certificate)**

because of child rearing

for study abroad/re-registration after stay abroad/internship

due to pregnancy/maternity leave

due to own serious illness

due to care of a close relative in need of care

### **Change of university**

within Germany

abroad

Conscription to military or civilian service

### **Final discontinuation of studies**

Taking up vocational training

Taking up a (professional) activity corresponding to the study objective

Return to the former professional activity

(Professional) reorientation

None of the reasons listed here

**ToR (Transcripts of Records)**

Overview of all achievements during your studies at the HFBK. If you need a ToR, please submit your study record book when exmatriculating. Please make sure that all the achievements you have completed are documented in your study book by the signature of the respective teacher. The ToR will be sent to you together with your study book within 10-14 days to the above address.

\_\_\_\_\_

**Date**

\_\_\_\_\_

**Signature student**