

99061032007000, 99061032007000

# Apply for part-time study

Heruntergeladen am 08.07.2025

<https://fimportal.de/xzufi-services/388875647/L100008>

Modul	Sachverhalt
Leistungsschlüssel	99061032007000, 99061032007000
Leistungsbezeichnung I	Apply for part-time study
Leistungsbezeichnung II	
Typisierung	4 - Land: Regelung
Quellredaktion	Sachsen-Anhalt
Freigabestatus Katalog	unbestimmter Freigabestatus
Freigabestatus Bibliothek	unbestimmter Freigabestatus
Begriffe im Kontext	
Leistungstyp	Leistungsobjekt mit Verrichtung
Leistungsgruppierung	Hochschulangelegenheiten (061)
Verrichtungskennung	Zulassung (007)
SDG-Informationsbereich	
Lagen Portalverbund	Studium (1030300)
Einheitlicher Ansprechpartner	Nein
Fachlich freigegeben am	31.08.2020

Modul	Sachverhalt
Fachlich freigegeben durch	Ministry of Economic Affairs, Science and Digitalization of the State of Saxony-Anhalt
Handlungsgrundlage	<a href="https://www.landesrecht.sachsen-anhalt.de/perma?j=H_SchulG_ST_%21_9">https://www.landesrecht.sachsen-anhalt.de/perma?j=H_SchulG_ST_%21_9</a> <a href="https://www.landesrecht.sachsen-anhalt.de/perma?j=H_SchulG_ST_%21_9">https://www.landesrecht.sachsen-anhalt.de/perma?j=H_SchulG_ST_%21_9</a>
Teaser	Would you like to combine your studies and your career? Find out here about the possibility of part-time study.
Volltext	<p>Part-time study provides financial and time relief. In the case of part-time studies, you complete the same modules as full-time students. But you have more time for this. You only have to complete half of the achievements or take modules per semester. This extends your standard period of study.</p> <p>You can only start part-time study if you have an important reason to do so.</p> <p>An important reason exists if you</p> <ul style="list-style-type: none"> <li>• are employed Your working hours should be adapted to your studies, as you will complete your studies during the day and during the week</li> <li>• are chronically ill or have a disability</li> <li>• Caring for family members</li> <li>• Looking after children</li> </ul> <p>Which courses of study are suitable for part-time study is decided by the respective university. At some universities, you cannot study part-time right from the start.</p>
Erforderliche Unterlagen	<ul style="list-style-type: none"> <li>• Application for part-time study</li> </ul> <p>In addition, you must also submit documents for enrollment:</p> <ul style="list-style-type: none"> <li>• Proof of a university entrance qualification (e.B. Abitur)</li> <li>• If applicable, proof of the further requirements of the degree programme</li> </ul>

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	<ul style="list-style-type: none"> <li>• Application or a completed form for admission to the university</li> </ul>
Voraussetzungen	<ul style="list-style-type: none"> <li>• General requirements for studying</li> <li>• There must be an important reason</li> </ul>
Kosten	<p>You have to pay semester fees for a course of study.</p> <p>In addition, tuition fees may also apply, e.B. in the case of a senior studies or second degree.</p>
Verfahrensablauf	<p>If you decide to study part-time, you must first apply to the university for a course of study.</p> <p>Find out online or at the university concerned whether your desired course of study is also suitable for part-time study.</p> <p>If you are not yet enrolled, submit all documents and proofs that are important for enrollment in addition to your application. You can find out whether you can study part-time right from the start at the university.</p> <p>If you are already enrolled, you can apply for part-time study before each semester. Send the completed application for part-time work to the university within a certain period of time.</p> <p>At some universities, you must attend a subject advisory service before and at some after the application.</p> <p>You will receive the decision of your application in writing from the university.</p>
Bearbeitungsdauer	
Frist	You must submit the application in good time before the beginning of the semester.
weiterführende Informationen	
Hinweise	
Rechtsbehelf	

Modul	Sachverhalt
Kurztext	Part-time study is particularly suitable for students who want to combine family or career with a course of study. Part-time study extends the standard period of study, as there are fewer achievements to be achieved in one semester. Part-time study is only possible if there is an important reason.
Ansprechpunkt	Please contact the university.
Zuständige Stelle	
Formulare	You can usually find the application for part-time study online on the university's website.
Ursprungsportal	Teilzeitstudium beantragen, Apply for part-time study