

99061002022000

Apply for de-registration

Heruntergeladen am 17.07.2025

<https://fimportal.de/xzufi-services/517856832/L100040>

Modul	Sachverhalt
Leistungsschlüssel	99061002022000
Leistungsbezeichnung I	Apply for de-registration
Leistungsbezeichnung II	
Typisierung	4 - Land: Regelung
Quellredaktion	Niedersachsen
Freigabestatus Katalog	unbestimmter Freigabestatus
Freigabestatus Bibliothek	unbestimmter Freigabestatus
Begriffe im Kontext	
Leistungstyp	Leistungsobjekt mit Verrichtung
Leistungsgruppierung	Hochschulangelegenheiten (061)
Verrichtungskennung	Bescheinigung (022)
SDG-Informationsbereich	Bildungswesen in einem anderen Mitgliedstaat, einschließlich der frühkindlichen Betreuung, Bildung und Erziehung, der Primar- und Sekundarschulbildung, der Hochschulbildung und der Erwachsenenbildung
Lagen Portalverbund	Studium (1030300)
Einheitlicher	

Modul	Sachverhalt
Ansprechpartner	Nein
Fachlich freigegeben am	22.11.2022
Fachlich freigegeben durch	
Handlungsgrundlage	• Respective Enrolment Regulations of the Universities and Colleges of Lower Saxony https://voris.wolterskluwer-online.de/browse/document/82dd34dc-f4ed-3063-8084-61de25eefb5b https://voris.wolterskluwer-online.de/browse/document/82dd34dc-f4ed-3063-8084-61de25eefb5b
Teaser	Exmatriculation terminates membership at the university. After exmatriculation, students are no longer enrolled at the university. Students can exmatriculate themselves or be exmatriculated by the university.
Volltext	Exmatriculation terminates the students' membership at the university. De-registration takes place at the requested time or, unless otherwise requested, at the end of the semester. Retroactive exmatriculation is not possible. After de-registration, a certificate of de-registration will be issued. Students need the certificate of de-registration for pension insurance, child benefit fund, student union or enrollment at another university. Exmatriculation is also carried out ex officio, for example if the current semester fee has not been paid, requirements have not been met or the course of study is considered to have been definitively failed. If students complete their studies after completing all coursework, they are also exmatriculation ex officio.
Erforderliche Unterlagen	• Completed application for de-registration
Voraussetzungen	• • You have submitted an application for de-registration and have provided the necessary information. • You have completed all your coursework and are at

Modul	Sachverhalt
	the end of your studies. • Depending on the university and its respective regulations, items borrowed before de-registration, e.g. borrowed technical equipment, the semester ticket, the student ID card and the like, may have to be returned.
Kosten	Gebühr: Es fallen keine Kosten an
Verfahrensablauf	• An application for de-registration is submitted to the university • After de-registration, a corresponding notification will be issued • Depending on the university and its respective regulations, items borrowed before de-registration, the semester ticket, the student ID card and the like may have to be returned.
Bearbeitungsdauer	As a rule, an application for de-registration is processed within a few days and the certificate of exmatriculation is issued. There is no statutory deadline.
Frist	Exmatriculation can be applied for at any time.
weiterführende Informationen	
Hinweise	
Rechtsbehelf	
Kurztext	- Apply for the end of your studies. - Exmatriculation terminates the membership of students at a university. - The application must state the desired date of de-registration, the course of study and the reason for de-registration - It is possible to apply for de-registration at any time. - Depending on the university and its regulations, items borrowed before de-registration, the semester ticket, the student ID card and the like may have to be

Modul
Sachverhalt

returned.

- All students who have completed all examinations and thus completed their studies are automatically exmatriculated.

- The state universities of Lower Saxony according to § 2 NHG.

Ansprechpunkt
Zuständige Stelle
Formulare

Forms can be found on the websites of the universities:
<https://www.tu-braunschweig.de/i-amt/download>
<https://www.uni-vechta.de/studium/studienorganisation/downloadcenter/i-amt>
<https://hs-h.de/antragsformulare>
<https://studium.hbk-bs.de/beratung/formularcenter/>
<https://www.uni-hildesheim.de/dez3/immatrikulationsamt/formulare/>
<https://www.uni-goettingen.de/bewerbung>
<https://www.hawk.de/de/studium/bewerbung/download-und-info-center-immatrikulationsamt>
<https://www.mhh.de/studierendensekretariat/antraege-und-formulare>
<https://www.ostfalia.de/cms/de/immatrikulation/exmatrikulation/>
<https://www.jade-hs.de/studium/waehrend-des-studiums/formulare-und-ordnungen/formulare-des-immatrikulationsamtes/>
<https://intranet.hs-osnabrueck.de/infothek/studierendensekretariat/formulare-und-antraege/>
<https://www.leuphana.de/college/studium.html>
<https://www.hs-emden-leer.de/hochschule/organisation/einrichtungen/immatrikulations-und-pruefungsamt/formulare-downloads>
<https://www.tu-braunschweig.de/i-amt/download>
<https://www.uni-vechta.de/studium/studienorganisation/downloadcenter/i-amt>
<https://hs-h.de/antragsformulare>
<https://studium.hbk-bs.de/beratung/formularcenter/>
<https://www.uni-hildesheim.de/dez3/immatrikulationsamt/formulare/>
<https://www.uni-goettingen.de/bewerbung>

Modul	Sachverhalt
	https://www.hawk.de/de/studium/bewerbung/download-und-infocenter-immatrikulationsamt https://www.mhh.de/studierendensekretariat/antraege-und-formulare https://www.ostfalia.de/cms/de/immatrikulation/exmatrikulation/ https://www.jade-hs.de/studium/waehrend-des-studiums/formulare-und-ordnungen/formulare-des-immatrikulationsamtes/ https://intranet.hs-osnabrueck.de/infothek/studierendensekretariat/formulare-und-antraege/ https://www.leuphana.de/college/studium.html https://www.hs-emden-leer.de/hochschule/organisation/einrichtungen/immatrikulations-und-pruefungsamt/formulare-downloads
Ursprungsportal	Apply for de-registration, Exmatrikulation beantragen