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Applying for guest student status at a university

Heruntergeladen am 24.06.2025

<https://fimportal.de/xzufi-services/517917806/L100040>

Modul	Sachverhalt
Leistungsschlüssel	99061031007000, 99061031007000
Leistungsbezeichnung I	Applying for guest student status at a university
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	Zulassung (007)
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)

Modul	Sachverhalt
Einheitlicher Ansprechpartner	Nein
Fachlich freigegeben am	05.10.2023
Fachlich freigegeben durch	Lower Saxony Ministry of Science and Culture
Handlungsgrundlage	Regulations can be found in the enrolment regulations of the respective university.
Teaser	Would you like to take part in individual courses at a university without being enrolled? To do this, apply for a guest auditorship.
Volltext	<p>If you would like to take part in individual courses at a university without wanting to enroll, there is the possibility of becoming a guest student.</p> <p>A guest auditorship offers the opportunity to get to know the university and the course of study.</p>
Erforderliche Unterlagen	<p>Application for guest student status at the respective university:</p> <ul style="list-style-type: none"> - The application must include information about the person, the desired semester and the planned course with the corresponding semester hours per week - At some universities, it is necessary to have guest participation in a desired course approved. Please inquire with your desired university about the relevant requirements - In order for the application for guest auditorship to be granted, the amount for the guest auditorship must have been received on the university's account. The respective university will inform you when and how the amount is to be paid
Voraussetzungen	<p>is either the approval of the course instructor or the prior release of a course for guest students by the respective responsible authority.</p> <p>Proof of a university entrance qualification (e.g. Abitur) is not required.</p>

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Kosten	<p data-bbox="507 367 1257 403">Guest students are limited in time and subject to a fee.</p> <p data-bbox="507 434 1150 510">Depending on the type and extent of the guest auditorship, fees may apply.</p> <p data-bbox="507 548 1241 696">Please inquire on the website of your desired university about the respective amounts, the number of possible semester hours per week, the payment deadlines and method of payment.</p> <p data-bbox="507 734 1193 846">Further details are regulated by the Lower Saxony Higher Education Act in conjunction with the regulations of the universities.</p>
Verfahrensablauf	<p data-bbox="507 878 1241 1030">Each university provides an application for guest auditorship on its website. The completed application must be submitted to the respective university by the deadline and the guest auditor fee must be paid.</p> <p data-bbox="507 1068 1198 1216">You can find out which courses are offered at a university via the course catalogue of your desired university on its website. Some universities offer separate directories for guest students.</p> <p data-bbox="507 1254 1246 1518">Whether it is possible to be a guest student for a particular course and how many hours per week may be attended is decided by the responsible authority. Prior consent or release must be obtained from you. The university will inform you how you can obtain this consent and when and how the amount for the guest auditorship is to be paid.</p> <p data-bbox="507 1556 1214 1668">After the application has been received by the responsible university office, it will be reviewed and decided.</p> <p data-bbox="507 1706 1225 1783">With the approved application for guest auditorship, the right to participate in the desired courses arises.</p>
Bearbeitungsdauer	<p data-bbox="507 1814 1262 2038">In the case of applications for guest auditorship, there is no statutory processing deadline. The processing will take place after receipt of the guest student application. Some universities also require that the guest auditor fee has been credited to the university account in order to be processed.</p>

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Frist	The application for guest auditorship must be submitted in accordance with the deadlines of the respective university.
weiterführende Informationen	
Hinweise	<ul style="list-style-type: none"> - As a guest student, you do not have the status of a student - You are also not entitled to a student ticket to use public transport - As a rule, guest students are not entitled to take examinations. Examinations can only be completed by guest students in exceptional cases. Information on this is available from the respective universities. - As a guest student, you are not entitled to use university services such as the library, university sports and so on
Rechtsbehelf	<p>Since guest students can only be admitted by the university within the framework of the available study options, there is no rejection notice and therefore no information on legal remedies.</p> <p>If the capacity of a desired course is already exhausted due to the enrollment of regular students, participation as a guest student cannot be guaranteed.</p>
Kurztext	<ul style="list-style-type: none"> - - Prerequisite: Application must be submitted in due form and by the deadline - A guest auditor fee may be charged - Which courses are offered for guest students depends on the respective university - Only an approved application entitles you to participate in the event - There is no legal processing period

Modul
Sachverhalt

- The respective state university of Lower Saxony

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/gasthoerstudium>
<https://hs-h.de/antragsformulare>
<https://studium.hbk-bs.de/beratung/formularcenter/>
<https://www.uni-hildesheim.de/dez3/immatrulationsamt/formulare/>
<https://www.uni-goettingen.de/formulare-studienorganisation>
<https://www.hawk.de/de/studium/bewerbung/download-und-infocenter-immatrulationsamt>
<https://www.mhh.de/studierendensekretariat/antraege-und-formulare>
<https://www.ostfalia.de/cms/de/immatrulation/>
<https://www.jade-hs.de/studium/waehrend-des-studiums/formulare-und-ordnungen/formulare-des-immatrulationsamtes/>
<https://intranet.hs-osnabrueck.de/infothek/studierendensekretariat/formulare-und-antraege/>
<https://www.tu-clausthal.de/studierende/studierendensekretariat/antraege/-formulare>
<https://www.uni-osnabrueck.de/studieninteressierte/gaststudium/uni-fuer-alle/>
<https://www.hs-emden-leer.de/hochschule/organisation/einrichtungen/immatrulations-und-pruefungsamt/formulare-downloads>
<https://www.tu-braunschweig.de/i-amt/download>
<https://www.uni-vechta.de/gasthoerstudium>
<https://hs-h.de/antragsformulare>
<https://studium.hbk-bs.de/beratung/formularcenter/>
<https://www.uni-hildesheim.de/dez3/immatrulationsamt/formulare/>
<https://www.uni-goettingen.de/formulare-studienorganisation>
<https://www.hawk.de/de/studium/bewerbung/download-und-infocenter-immatrulationsamt>
<https://www.mhh.de/studierendensekretariat/antraege-und-formulare>

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	https://www.ostfalia.de/cms/de/immatrifikation/ https://www.jade-hs.de/studium/waehrend-des-studiums/formulare-und-ordnungen/formulare-des-immatrifikationsamtes/ https://intranet.hs-osnabrueck.de/infothek/studierendensekretariat/formulare-und-antraege/ https://www.tu-clausthal.de/studierende/studierendensekretariat/antraege/-formulare https://www.uni-osnabrueck.de/studieninteressierte/gaststudium/uni-fuer-alle/ https://www.hs-emden-leer.de/hochschule/organisation/einrichtungen/immatrifikations-und-pruefungsamt/formulare-downloads
Ursprungsportal	Applying for guest student status at a university, Gasthörerschaft an einer Hochschule beantragen