

99061002022000, 99061002022000

Exmatriculation Certificate

Heruntergeladen am 17.06.2025

<https://fimportal.de/xzufi-services/101702857/L100041>

Modul	Sachverhalt
Leistungsschlüssel	99061002022000, 99061002022000
Leistungsbezeichnung I	Exmatriculation Certificate
Leistungsbezeichnung II	
Typisierung	4 - Land: Regelung
Quellredaktion	Brandenburg
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	

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Ansprechpartner	Nein
Fachlich freigegeben am	29.03.2019
Fachlich freigegeben durch	Ministry of Science, Research and Culture of the State of Brandenburg
Handlungsgrundlage	Exmatriculation or matriculation regulations of the respective university https://bravors.brandenburg.de/gesetze/bbghg#14 https://bravors.brandenburg.de/gesetze/bbghg#14
Teaser	Exmatriculation marks the end of your studies at a university.
Volltext	Your membership in a higher education institution expires upon exmatriculation. It is carried out at your request or, in certain cases, ex officio (automatically).
Erforderliche Unterlagen	The documents required for de-registration vary from university to university.
Voraussetzungen	Exmatriculation on application (examples): • Change of place of study (you will need the confirmation of de-registration from the previous university for enrolment at the new university) • Discontinuation of studies at one's own request Exmatriculation ex officio (examples): • Successful completion of the studies (the final exam was passed) • Exmatriculation due to final failure to pass preliminary, intermediate or final examinations • No timely re-registration for the new semester • Failure to pay the required contributions or fees on time (e.g. Library fees)
Kosten	
Verfahrensablauf	If you wish to terminate your membership at a higher education institution at your own request: • normally apply for de-registration in writing and, if necessary, justify it • You will receive a notification of de-registration stating the reason and the date of the de-registration • the de-registration usually takes effect at the end of a semester. If there are special reasons, it can also be

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	done immediately (e.g. own application if you change your place to another university) • it is not possible to apply for retroactive de-registration
Bearbeitungsdauer	different
Frist	different
weiterführende Informationen	https://www.uni-potsdam.de/de/studium/konkret/studienorganisation/exmatrikulation.html https://www.europa-uni.de/de/studium/organisation/exmatrikulation/index.html https://www.b-tu.de/studierende/studierendenservice/exmatrikulation https://www.b-tu.de/myBTU/pages/cs/sys/portal/hisino/neStartPage.faces https://www.filmuniversitaet.de/fileadmin/user_upload/pdfs/studium/allg._Ordnungen/Immatrikulationsordnung_2017.pdf https://www.fh-potsdam.de/studium-weiterbildung/studienorganisation/studien-service https://www.hnee.de/de/Studium/Infos-zum-Studium/Fr-Studierende/Infos-zum-Studienabschluss/Informationen-zum-Studienabschluss-E1784.htm https://www.th-brandenburg.de/studium/information-und-beratung/studierendenverwaltung/studienverlauf/ https://www.th-wildau.de/index.php?id=13024 https://www.uni-potsdam.de/de/studium/konkret/studienorganisation/exmatrikulation.html https://www.europa-uni.de/de/studium/organisation/exmatrikulation/index.html https://www.b-tu.de/studierende/studierendenservice/exmatrikulation https://www.b-tu.de/myBTU/pages/cs/sys/portal/hisino/neStartPage.faces https://www.filmuniversitaet.de/fileadmin/user_upload/pdfs/studium/allg._Ordnungen/Immatrikulationsordnung_2017.pdf https://www.fh-potsdam.de/studium-weiterbildung/studienorganisation/studien-service https://www.hnee.de/de/Studium/Infos-zum-Studium/Fr-Studierende/Infos-zum-Studienabschluss/Informationen-zum-Studienabschluss-E1784.htm https://www.th-brandenburg.de/studium/information-

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	und-beratung/studierendenverwaltung/studienverlauf/ https://www.th-wildau.de/index.php?id=13024
Hinweise	• You are responsible for immediately informing authorities, employers/personnel offices and other institutions about your de-registration. • It is possible to take certain examinations after de-registration at some universities. • Depending on the time of de-registration, a (partial) refund of the fees and contributions already paid is possible.
Rechtsbehelf	
Kurztext	• Deregister students from a university • Responsible: respective university • Application required for: Change of place of study or discontinuation of studies at your own request • Ex-officio deregistration (automatically) in the event of: successful/failed final examination, lack of re-registration, loss of entitlement to take examinations (e.g. exceeding the standard period of study, cancellation of degree programmes), unproven health insurance, disciplinary measure
Ansprechpunkt	
Zuständige Stelle	the respective university
Formulare	• Forms: partial • Online procedure possible: partial • Written form required: partial • Personal appearance required: no • Confidence level: substantial
Ursprungsportal	Exmatrikulation Bescheinigung, Exmatriculation Certificate