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Semester fee Information provision

Heruntergeladen am 26.06.2025

<https://fimportal.de/xzufi-services/117428407/L100041>

| Modul | Sachverhalt |
|---------------------------|---|
| Leistungsschlüssel | 99061040013000, 99061040013000 |
| Leistungsbezeichnung I | Semester fee Information provision |
| 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 | Informationserteilung (013) |
| 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 |
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| Ansprechpartner | Nein |
| Fachlich freigegeben am | 27.05.2024 |
| Fachlich freigegeben durch | Ministry of Science, Research and Culture of the State of Brandenburg |
| Handlungsgrundlage | <p>Brandenburg Higher Education Act (BbgHG).</p> <p>Furthermore, the fee regulations of the responsible student union and the corresponding statutes of the respective General Students' Committee (AStA) apply. https://bravors.brandenburg.de/gesetze/bbghg https://bravors.brandenburg.de/gesetze/bbghg</p> |
| Teaser | Every student is obliged to pay a semester fee before the start of a semester. Enrolment or re-registration for studies only takes place once the correct current amount has been received. |
| Volltext | <p>The semester fee is a compulsory fee that every student must pay before each semester in order to re-register for the upcoming semester. The fee is usually made up of</p> <ul style="list-style-type: none"> • Enrollment and re-registration fee • Semester ticket for local public transport • Contribution to the student council • Social contribution to the student union • If applicable, flat rates for discounted services such as cinema, theater, bicycle rental and so on (this is negotiated by the General Student Committee with the respective providers) <p>The university administration takes over the fiduciary collection of the semester fees and then distributes them to the respective recipients, for example the university, the General Students' Committee and the Studierendenwerk.</p> <p>The enrolment and re-registration fee is used to co-finance a certain proportion of the administrative expenses. The social contribution to the Studierendenwerk is intended to promote the social and economic interests of students, for example</p> |

Modul

Sachverhalt

student halls of residence and canteens. The share for the student representation aims to subsidize the costs of representing the interests of students internally and externally. In some cases, contributions to discounted services such as public transport, cinema, theater, bicycle rental and so on are negotiated with the respective cooperation partners via the student representation. The distribution of funds to the cooperation partners is carried out by the student representatives.

The deadlines for transferring the semester fee vary from university to university. If the deadline for receipt of payment is exceeded, there is a risk of dunning procedures and, if necessary, de-registration due to missing semester fees. The deadlines and contribution rates are published on the respective university websites. Students are also usually informed about the semester fee and the payment deadline by email or via other communication channels.

Under certain circumstances, it is possible to reclaim parts of the semester fee, for example the semester ticket in the event of a leave of absence. This partial exemption is regulated differently at each university and information on this can usually be found on the relevant websites.

Erforderliche Unterlagen

- No documents required

Payment of the semester fee, stating the required data, e.g. application, matriculation or invoice number

Voraussetzungen

Before you start studying at a university, you must pay the current semester fee when you enrol.

If you are already enrolled as a student, you must confirm your enrolment each semester by paying the current semester fee. Payment of the semester fee must be made in such a way that the amount is successfully credited to the university's account by a specified deadline.

If you have missed the transfer deadline, you can pay the semester fee plus a legally stipulated late payment

| Modul | Sachverhalt |
|------------------------------|--|
| | <p>fee within a grace period.</p> <p>If you have paid too little and then fail to make the subsequent payment including the late payment fee, the payment is deemed not to have been made. You can then not be registered or re-registered. You may then be threatened with de-registration.</p> |
| Kosten | |
| Verfahrensablauf | <ul style="list-style-type: none"> The semester fee must be transferred on time and in the correct amount to the specified account of the respective university. <p>When making a bank transfer, the required information must be given in the subject line, for example the student registration, application or invoice number, the name and, if applicable, the current semester.</p> |
| Bearbeitungsdauer | |
| Frist | |
| weiterführende Informationen | <p>The semester fees are to be paid by applicants and students.</p> <p>Depending on the payment method and financial institution, payment costs may be incurred.</p> <p>In the case of international bank transfers, it is sometimes difficult for applicants or students to obtain exact information about the fees for a payment from abroad and to pay the exact semester fee due to exchange rates.</p> <p>Excess amounts are refunded above a certain level. The details are determined by the respective universities.</p> |
| Hinweise | <p>Information on the payment procedure can be found on the websites of the respective universities.</p> |
| Rechtsbehelf | <p>It is not possible to object to the payment of a semester fee.</p> |

Modul

Sachverhalt

Kurztext

- Payment of the semester fee for applicants upon enrollment
- Payment of the semester fee for students once per semester to confirm their enrollment or re-registration
- The semester fee must be received on time and in the correct amount in the account of the respective university.
- Enrollment or re-registration can only take place once the semester fee has been received.
- An administrative fee may be charged if the fee is not received on time or if the amount paid is insufficient.
- If payment is not received or is not received in the correct amount, enrollment or re-registration for studies cannot take place. Students may be de-registered.
- The current semester fee can be viewed publicly on the university's website and is communicated on the letter of admission for enrollment and via various channels for re-registration.
- The terms of the financial institutions are not included in the deadlines. The deadline for payment of the semester fee is a cut-off deadline.
- For international transfers, payers must generally expect additional fees from the financial institutions.
- The state universities in Brandenburg are responsible for this.

Ansprechpunkt

Zuständige Stelle

The respective university

Formulare

Ursprungsportal

Semester fee Information provision, Semesterbeitrag Informationserteilung