

99061002022000, 99061002022000

Apply for de-registration

Heruntergeladen am 28.06.2025

<https://fimportal.de/xzufi-services/379231724/L100001>

Modul	Sachverhalt
Leistungsschlüssel	99061002022000, 99061002022000
Leistungsbezeichnung I	Apply for de-registration
Leistungsbezeichnung II	
Typisierung	4 - Land: Regelung
Quellredaktion	Hessen
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	28.03.2022
Fachlich freigegeben durch	
Handlungsgrundlage	https://www.rv.hessenrecht.hessen.de/bshe/document/jlr-HSchulGHE2010V2P59 https://www.rv.hessenrecht.hessen.de/bshe/document/jlr-HSchulGHE2010V2P59
Teaser	Exmatriculation terminates membership of a university. After exmatriculation, students are no longer enrolled at the respective university. Students can exmatriculate themselves or be exmatriculated by the respective university.
Volltext	Exmatriculation terminates the student's membership of the respective university. De-registration takes place at the time requested or, unless otherwise requested, at the end of the semester. Retroactive de-registration is not possible. After exmatriculation, a certificate of exmatriculation is issued. Students need the certificate of de-registration for pension insurance purposes or to enrol at another university. Exmatriculation is also carried out ex officio, for example if the current semester contribution has not been paid or conditions have not been met. If students complete their studies after completing all coursework, they are also exmatriculated ex officio.
Erforderliche Unterlagen	• Completed application for de-registration
Voraussetzungen	• You must be a registered student at a university. • You have submitted an application for de-registration and provided the necessary information. • You have completed all your coursework and are at the end of your studies. • Depending on the university and its respective regulations, any items borrowed before exmatriculation, the semester ticket, the student ID card and similar items must be returned.

Modul	Sachverhalt
Kosten	There are no fees.
Verfahrensablauf	• An application for de-registration is submitted to the university. • After exmatriculation has been carried out, a corresponding notification is issued. • Depending on the university and its respective regulations, any items borrowed before exmatriculation, the semester ticket, the student ID card and similar items must be returned.
Bearbeitungsdauer	As a rule, an application for exmatriculation is processed within a few days and the certificate of exmatriculation is issued. There is no statutory deadline.
Frist	You can apply for de-registration at any time.
weiterführende Informationen	
Hinweise	
Rechtsbehelf	In the event of ex officio de-registration, an objection may be lodged within one month of receipt of the de-registration.
Kurztext	• Apply for de-registration. • Exmatriculation terminates a student's membership of a university. • The application must state the desired date of de-registration, the degree program and the reason for de-registration. • It is possible to apply for de-registration at any time. • Depending on the university and its respective regulations, any items borrowed before exmatriculation, the semester ticket, the student ID card and similar items must be returned. • All students who have completed all examinations and thus completed their studies are automatically de-registered. • The state universities in Hesse.
Ansprechpunkt	
Zuständige Stelle	

Modul	Sachverhalt
Formulare	Forms/online services available: Yes Written form required: Yes Informal application possible: No Personal appearance necessary: No
Ursprungsportal	Apply for de-registration, Exmatrikulation beantragen