

99061040013000, 99061040013000

Request information on the semester fee

Heruntergeladen am 28.06.2025

<https://fimportal.de/xzufi-services/379231734/L100001>

Modul	Sachverhalt
Leistungsschlüssel	99061040013000, 99061040013000
Leistungsbezeichnung I	Request information on the semester fee
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	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)

Modul	Sachverhalt
Einheitlicher Ansprechpartner	Nein
Fachlich freigegeben am	28.03.2022
Fachlich freigegen durch	
Handlungsgrundlage	https://www.rv.hessenrecht.hessen.de/bshe/document/jlr-HSchulGHE2010pP62 https://www.rv.hessenrecht.hessen.de/bshe/document/jlr-HSchulGHE2022pP63 https://www.rv.hessenrecht.hessen.de/bshe/document/jlr-HSchulGHE2022pP83 https://www.rv.hessenrecht.hessen.de/bshe/document/jlr-HSchulGHE2010pP62 https://www.rv.hessenrecht.hessen.de/bshe/document/jlr-HSchulGHE2022pP63 https://www.rv.hessenrecht.hessen.de/bshe/document/jlr-HSchulGHE2022pP83
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 made up of</p> <ul style="list-style-type: none"> • Administration fee • Semester ticket for local public transport • Contribution to the student council • Contribution to the student union (canteen) • 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 composition of the semester fee is approved by the Presidential Boards and published on the university websites.</p> <p>The university administration takes over the fiduciary collection of the semester fees and then distributes</p>

Modul

Sachverhalt

them to the respective recipients, for example the university, the General Students' Committee and the Studierendenwerk.

The semester fee is used to co-finance a certain proportion of the administrative expenses. The subsidy for student services is intended to promote the social and economic interests of students, for example student residences, daycare centers and canteens. The share for the student representation aims to subsidize the costs of representing the interests of students both internally and externally. In most cases, the 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

possibly exmatriculation 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.

Modul	Sachverhalt
	<p>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.</p> <p>If you have missed the transfer deadline, you can pay the semester fee plus a legally stipulated late payment fee within a grace period.</p> <p>If you have paid too little and then fail to pay the late payment including the late payment fee, the payment is deemed not to have been made. You cannot then be registered or re-registered. You may then be threatened with de-registration.</p>
Kosten	<ul style="list-style-type: none"> • No documents required • Depending on the payment method and financial institution, bank transfer or other transfer costs may apply.
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. • 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.
Bearbeitungsdauer	<p>Processing can usually take up to a week, depending on the bank's processing time.</p>
Frist	<p>The universities have different deadlines. These are published on the websites of the universities, by e-mail and via other communication channels of the universities. The final deadline for receipt of payment is usually around 14 days before the start of the respective semester within the re-registration period. For late re-registrations, a late fee must be paid within a specified second deadline.</p>
weiterführende Informationen	

Modul

Sachverhalt

Hinweise

The semester fees are to be paid by applicants and students.

Depending on the payment method and financial institution, payment costs may be incurred.

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.

Excess amounts are refunded above a certain level. The details are determined by the respective universities.

Rechtsbehelf

It is not possible to object to the payment of a semester fee.

Kurztext

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- 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.
- A reminder will be sent if the fee is not received on time or if the amount paid is too low. The reminder fee must also be paid on time.
- If payment is not received or is not received in the correct amount, enrollment or re-registration for studies cannot take place. Students are threatened with de-registration.
- The current semester fee can be viewed publicly on the university's website and is communicated on the letter of admission for enrolment 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.

Modul	Sachverhalt
	<ul style="list-style-type: none"> • The state universities in Hesse are responsible for this.
Ansprechpunkt	
Zuständige Stelle	
Formulare	<p>Forms/online services available: Yes</p> <p>Written form required: No</p> <p>Informal application possible: Yes</p> <p>Personal appearance necessary: No</p>
Ursprungsportal	<p>Informationen zum Semesterbeitrag beantragen, Request information on the semester fee</p>