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| **Application for withdrawal of enrolment** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| **To the Enrolment and Examinations Office of UAS Emden/Leer**  **Please select a place of study** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **for the course:** | | |  | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **Student or applicant number:** | | |  | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Surname, forename: | | |  | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Street, house number: | | |  | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Postcode, city: | | |  | | | | | | | | | | | | | | | | | | | | | | | | | | |
| IBAN no.: | | |  |  |  | |  |  |  |  |  |  | |  | |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| BIC code: | | |  | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Account holder: | | |  | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Bank: | | |  | | | | | | | | | | | | | | | | | | | | | | | | | | |
| I hereby request the withdrawal of my enrolment and the reimbursement of any fees paid. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| Place, date | | | | | | Signature | | | | | | | | | | | | | | | | | | | | | | | |
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| **Please note:**  In accordance with § 19, para. 6, clause 4 of the *NHG* [Higher Education Act of Lower Saxony], this application may **only be made a month after the official start of lectures** at the University. Enrolment will then be considered to have not taken place.  **Important: You must submit your CampusCard with this application.** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| **For internal use by the University of Applied Sciences Emden/Leer:** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| Amount to be paid: | | |  | | | | | | | | | | euros | | | | | | | | | | | | | | | | |
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| Accurate: |  | | | | | | | | | | | | | | | | | | | | | | |  | | | | | |
|  | (Place/date/signature) | | | | | | | | | | | | | | | | | | | | | | |  | | | | | |
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| **Confirmations of release**  (Please obtain confirmations of release; de-registration will not be carried out without them!) | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Library | | Keys, door card | | | | | | | | | | | | | Lab engineer  Lab manager | | | | | | | Transponder  (EE+I and energy efficiency only) | | | | | | | |
| Caretaker  (9:30 am - 10 am, room T 64) | | | | | | SSC  (Mon-Thurs 9 am - 4 pm, Fri 9 am - 12 pm) | | | | | | |

Updated: January 2020