



Universität zu Köln  
Dezernat Internationales  
Albertus-Magnus-Platz  
50923 Köln

Please enter your student registration number

|  |  |  |  |  |  |  |
|--|--|--|--|--|--|--|
|  |  |  |  |  |  |  |
|--|--|--|--|--|--|--|

## Last name

[illegible]

First name

[illegible]

## Street

[illegible]

Postcode, City

[illegible]

paid for the

☐ winter semester \_\_\_\_ / \_\_\_\_☐ summer semester

in the amount of \_\_\_\_\_EUR for one of the following reasons:

- ☐ Removal from the students' register (only where a refund claim exists)
- ☐ Withdrawal from the degree course (only for first semesters)
- ☐ Academic Leave
- ☐ Overpayment

**Please transfer the amount to be refunded to the following account:**

If your IBAN is longer than 22 digits, add to the input field.

**IBAN**[illegible]

**BIC**

[illegible]

**Account holder** (if different from applicant): \_\_\_\_\_

**Important notice:**

In the event of exmatriculation, the semester fee can only be refunded if the exmatriculation application for which the semester fee was paid, is submitted to International Affairs **before the beginning of the semester (31.3. or 31.9.)**. Submit your form via email on: [zulassung@verw.uni-koeln.de](mailto:zulassung@verw.uni-koeln.de)

Date and student's signature

|                                                     |         |         |
|-----------------------------------------------------|---------|---------|
| <b>To be completed by the University of Cologne</b> |         |         |
| Referenz Nr.:                                       | 20 __ - | Betrag: |
| Referenz Nr.:                                       | 20 __ - | Betrag: |
| Referenz Nr.:                                       | 20 __ - | Betrag: |
| <b>Erstattungssumme:</b>                            |         |         |

Datum: Köln, \_\_\_\_\_

Sachlich richtig

Rechnerisch richtig

Unterschrift

Unterschrift

Dienstsiegel