



Deregistration Request

Universität Greifswald
Students' Registration Office
Rubenowstraße 2
17489 Greifswald

Student ID No. | | | | | | | |

Postal Address after Deregistration (important for sending the certificate)

Surname: _____

First Name(s): _____

Road Name & No.: _____

Postal Code, Town: _____

email: (optional) _____

I request deregistration for the

| | | | | | | |
Day Month Year

Reason for deregistration:¹⁾

| | | (see list of codes on reverse)

If you took a final examination at this University:²⁾

Type of final examination taken:

| | | (see list of codes on reverse)

Date of final examination:

| | | | | | | |
Day Month Year

(Date of the last examination, usually
date of the last oral examination or date on which
The Magister or Diplom thesis was submitted, see certificate)

Town, Date

Signature

Data processing offices:

Students' Registration Office, Rubenowstr. 2, 17489 Greifswald
Tel.: +49 3834 420 1296 Fax: +49 3834 420 1282 email: studsek@uni-greifswald.de

Note of Approval (only for participants of the Studienkolleg (preparatory courses)) Studienkolleg for international university applicants, Makarenkostr. 22, 17491 Greifswald

(Stamp, Date, Signature)

Processing note (to be completed by the Students' Registration Office)

(on presentation of the Student ID Card, copy of certificate if successfully passed)

Deregistration on: | | | | | | | |

Date Signature

!!! Please note: Don't forget to deregister from the Studierendenwerk (Student Services) – Halls of Residence, BAföG!!!

Reason for Deregistration – Codes

- 01. Completion of studies after passing examinations
- 02. Taking a break from studies
- 03. End of studies with no examination, as no longer possible
- 04. Change of university
- 05. Call-up for military or community service
- 06. Dropping out of degree course permanently
- 08. End of studies after definitively failing examinations/interim examination
- 09. Other reasons

Codes: Type of Final Examination:

- | | |
|---|---|
| 02 Magister | 24 <i>Lehramt Haupt- und Realschulen</i> (teaching qualification secondary schools) |
| 04 Church Examination | 25 <i>Lehramt Gymnasien</i> (teaching qualification grammar schools) |
| 06 Doctorate | 82 Bachelor |
| 08 <i>Staatsexamen</i> (State Examination) | 88 Master |
| 1 st State Exam (without teaching examination) | 94 <i>Abschlusszeugnis</i> /Certificate (passing certificate) |
| 11 Diplom | |

Legal Basis:

- 1) Collection of data according to the *Hochschulstatistikgesetz* (University Statistics Act) of 02/11/1990 (BGBl. I, p. 2414), amended by the *Statistikänderungsgesetz* (Statistics Amendment Act) of 02/03/1994 (BGBl. I, p. 384). Data will be passed on in anonymous form to the *Statistische Landesamt* (State Statistical Office in Mecklenburg-Vorpommern), i.e. with no indication of name or address.
- 2) Optional information:
In order to avoid later questions when calculating your pension or (for public sector employees) seniority pay level (*Besoldungsdienstalter*), we strongly recommended you provide these details.
A so-called *Rentenausfallzeitenbescheinigung* (a certificate stating that pension payments have been disrupted for a period of time) will be created on deregistration. This is only complete when the date of the final examination has been filled-in. In most cases, exam results have not passed through the University's communication system at the time of deregistration.