

## APPLICATION TO DE-REGISTER

To the Registrar's Office (Studierenden-Service) of Hochschule Ravensburg-Weingarten

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Surname, First Name	Date of Birth	Course of Study/ Registration Number
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I will finish my studies at Hochschule Ravensburg-Weingarten on ..... for the following reason:

- Completion of studies *after passing* the final degree examinations
- Completion of studies with final degree examinations *still to be taken*
- Giving up studies
- Transferral to another university
- Conscription to military service or community service
- Interruption of studies
- End of study abroad semester as exchange student from partner university .....
- Other reasons (please state): .....

- I consent to my address being stored after de-registration for the purposes of graduate guidance. The retention of this information will not entail any disadvantages for me.

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Signature	Date
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### Information for the applicant

The issue of your diploma and de-registration certificate is only possible if you have obtained the signatures (see reverse side) for the discharge (please see point 5 at the end).

Note: With your exmatriculation, all files (programs, documents, etc.), e-mails, your account and external accesses on all university computers and servers created by you will be deleted.

### Degree-Certificate

- I wish to receive my certificates by post
- I wish to be informed per mail to collect the certificates:

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### The award of degree will be presented at the graduation celebration.

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I confirm, that I have received:

- De-registration certificate
- Abschlusszeugnis
- Diploma Supplement
- Transcript of Records
- Urkunde

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Signature	Date
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