

Montanuniversität Leoben

Study Support Center Franz-Josef-Straße 18 A – 8700 Leoben

Application for Reimbursement of Tuition Fee

Deadline for submission of the reimbursement of the paid tuition fee: 28 February at the latest for the winter semester and 30 September for the summer semester

Last name and First name(s)		
Citizenship	Matriculation number	
Birth date	Social Security Number	
I request reimbursement of the tuition in the amount of:	□ € 363,36 □ € 726,72	
For the semester:	☐ws ☐ss year:	
by bank transfer to the account with IBAN at the bank:		
In the name of:		
IBAN:	BIC:	

Reason for Reimbursement

(Please tick all that apply)

		Cancellation of studies:			
		The cancellation must have taken place within the deadline for the continuation notification. By 31 October in the winter semester or by 31 March in the summer semester. The student must not be registered for any other studies that are subject to tuition fees.			
	0	Completion of studies: The cancellation must have taken place within the deadline for the continuation notification. By 31 October in the winter semester or by 31 March in the summer semester. The student must not be registered for any other studies that are subject to tuition fees.			
	\bigcirc	Transfer of too high of an amount of tuition fee: Requested reimbursement: €			
		Mobility programme – in Austria			
Completion of studies or practical work experiences within the framework of transnational EU, state or university programmes – in Austria			xperiences within the framework of transnational EU, state or university mobility		
		Name of programme:			
		Start of stay:	End of stay:		
Proof: Confirmation of the responsible coordinator		Proof: Confirmation of the responsible coordi	nator		
	\bigcirc	obility Programme – Abroad ompletion of studies or practical work experiences within the framework of transnational EU, state or university mobility ogrammes – Abroad			
		Name of programme:	Host country:		
		Start of stay:	End of stay:		
		Proof: Letter of grant			
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\bigcap	Partnership agreement		
\sim	There is a partnership agreement between the foreign post-secondary educational institution I last attended and Montanuniversität Leoben, which provides for mutual waiver of tuition fees.		
	Last attended foreign post- secondary educational institution: Proof: Letter of admission of the last attended foreign post-secondary educational institution		
	DAC List		
	I am a citizen of one of the countries specified in the tuition fee ordinance. https://www.ris.bka.gv.at/GeltendeFassung.wxe?Abfrage=Bundesnormen&Gesetzesnummer=20010724 Proof: Certificate of citizenship of the state in question or passport		
\bigcap	Illness		
)	An inability to study due to illness for at least two months in a semester Proof: Confirmation from a medical specialist		
	Pregnancy		
)	An inability to study due to pregnancy for at least two months in the semester that is subject to tuition fees Proof: Confirmation from a medical specialist		
\bigcap	Obligation to care for a child/children		
)	An inability to study due to primary care of children living in the same household up until their seventh birthday or possible later school entry for at least two months in a semester Proof: Student's own registration certificate as well as the child's, birth certificate and affidavit that the child is primarily taken care of by the applicant.		
	Care of relatives		
	An inability to study due to similar caring responsibilities (e.g. caregiving for close relatives) for at least two months in a semester		
	Proof: Suitable evidence proving primary care as well as an affidavit that the person in need of care is primarily taken care of by the applicant.		
	Disability		
)	Students with a degree of disability of at least 50% Proof: appropriate identification (e.g. Disability Identity Card)		
\bigcirc	Study grant		
)	Receival of study grant for the last or current semester Proof: Notice from the Austrian Study Grant Authority		
\bigcirc	Academic leave during the semester		
)	Academic leave during the semester due to unforeseeable and unavoidable events, if the period of academic leave encompasses more than half of the semester in question (lecture-free periods do not count) Proof: positive academic leave notification		
\cap	Activities for ÖH		
V	Proof: Confirmation about the type and duration of the function from the board of the Austrian Student Union Leoben (ÖH Leoben)		
 Da	de Signature		

NOT TO BE FILLED IN BY THE APPLICANT					
Amount paid on:					
		Decision of the Rector's office:			
€: Date	Signature	The reimbursement of the tuition fee will be:			
Entered into the system on:					
		approved not approved			
Date	Signature				
For the Rector's office:	Date	Signature			