

# Application for Exemption from the Semester Ticket Fee at TU Berlin

I hereby apply for exemption from the semester ticket fee in accordance with the Semester Ticket Regulations of the TU Berlin Student Body pursuant to §18a (3) BerlHG:

Winter Semester 20 <input style="width: 20px; height: 20px;" type="text"/> / <input style="width: 20px; height: 20px;" type="text"/> Summer Semester
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Student ID number (Matrikelnummer)

Last Name	First Name

Street, House number	Additional address information

Postal code	City

Phone (optional)	E-Mail (optional)

Degree Program <input type="checkbox"/> BA <input type="checkbox"/> MA <input type="checkbox"/> Prom.	Study program
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### Reason for Application

Reason	Explanation	Required Documents
Health <input type="checkbox"/>	I am unable to use public transport for the entire semester due to a disability or health reasons. (§18a (6) NE 1)	Medical certificate
Study-related absence <input type="checkbox"/>	During the semester, I am staying outside the ticket validity area for study-related reasons. (If a leave of absence is requested, no further details are required.) (§18a (6) NE 2)	Proof of residence outside the validity area, including time period (e.g., university certificate or copy of internship contract)

Reason	Explanation	Required Documents
Late Enrollment <input type="checkbox"/>	I was newly enrolled more than one month after the start of the semester. (§18a (7) NE 1)	Enrollment certificate with issue date
Other <input type="checkbox"/>	See the TU Berlin Semester Ticket Regulations.	See the TU Berlin Semester Ticket Regulations

### Declaration and Signature

I hereby certify that the information provided in this form and any attached documents is true and accurate to the best of my knowledge and belief. Furthermore, I confirm that I have not and will not claim any other refunds for the same period.

\_\_\_\_\_

Date

\_\_\_\_\_

Signature

### For Questions

A detailed explanation of the application can be found on our website: <https://asta.tu-berlin.de/semstix/befreiung>.

### Contact

You can submit the application by mail, in person, or online via our upload tool:

#### Address:

#### Link to the Upload-Tool

#### Other Contact Options:

Technische Universität Berlin I A STB Semesterticketbüro H8113-8114 Straße des 17. Juni 135 10623 Berlin
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<https://cloud.astatu.berlin/index.php/s/d4A7pELKgkAxCdG>

- E-Mail: [semesterticket@asta.tu-berlin.de](mailto:semesterticket@asta.tu-berlin.de)
- Office hours : <https://termine.astatu.berlin/5>
- Phone : +49 30 3142 8038

### Deadline

The application, including all required documents, must be submitted by the re-registration deadline of the respective semester. For newly enrolled students, the application deadline is two weeks after the date of enrollment or the issuance of the enrollment certificate/student ID. Please note that the payment obligation and the payment deadlines specified by the IPA remain unchanged until an approval notice has been issued. Re-registration or enrollment is only possible after the full semester fee has been received by the university.

### Data Processing Notice

The information provided in this application will be electronically recorded and stored by the Semester Ticket Office for processing. Further information on stored data can be obtained from the Semester Ticket Office at any time.