Proof for the established refund reasons

**Note:** In the event of a refund, the authorization to use the semester ticket expires!

<table>
<thead>
<tr>
<th>Refund reason</th>
<th>Proof</th>
</tr>
</thead>
<tbody>
<tr>
<td>Landesticket</td>
<td>A copy of the signed Landesticket Hessen</td>
</tr>
<tr>
<td>Leave of absence</td>
<td>Enrollment certificate with the print &quot;on leave&quot; (beurlaubt)</td>
</tr>
<tr>
<td>A study-related stay abroad</td>
<td>Proof of the duration and location of the semester abroad (issued by the Goethe University or the foreign university with signature or stamp)</td>
</tr>
<tr>
<td>A practice-oriented semester (outside the area covered by the semester ticket)</td>
<td>Certificate from the institution where the internship is being carried out (with signature or stamp).</td>
</tr>
<tr>
<td>Severe disability (free transportation)</td>
<td>A copy of the disabled person’s pass and a copy of the valid token</td>
</tr>
<tr>
<td>Exam preparation -bachelor, master, i.a.</td>
<td>Confirmation from the examination office (Prüfungsamt) that you have fully met the requirements for registering for the final exam and that you are no longer required to attend the university, proof of residence (such as PhD)</td>
</tr>
</tbody>
</table>
| PhD (only if the residence is outside the area covered by the semester ticket) | Enrollment certificate with the print "Promotion" and proof of residence:  
  - A copy of the identity card OR  
  - Registration certificate (not older than 12 months)  
  - If necessary (living abroad): A copy of the rental contract |
| Health issues                                | Medical certificate proving an illness which makes it impossible to use the semester ticket for at least three semester months.           |
| Double enrollment                            | Refunds can only be made for the semester ticket, considering all transition tariffs, which is cheaper. At the moment, the ticket at the Goethe University is the most expensive in the region. The application for "double enrollment" must therefore be submitted to the AStA of the other university. |
| Social difficulties                          | Bank statements (of all existing) accounts for the last three months; "BAföG" form; form on the social and economic situation  
  - Request forms from the hardship fund office |
| Childcare                                    | Birth certificate of the child, OR disabled person’s pass + birth certificate of the child                                          |
| The care of dependents and close relatives   | Certificate with an assigned level of care from the health or long-term care insurance fund                                           |

The application must be received by the hardship fund office no later than the 21st day after the start of the general lectures (cut-off period).

**Applications can be submitted as scan or photo by email:**  
haertefonds@studentenwerkfrankfurt.de

A complete application for the refund of the AStA semester ticket contains:  
- Completed and signed application form  
- Certificate of enrollment for the respective semester  
- Proof according to the refund reason (see above)

**Please only present the original Goethe Card on request from the hardship fund office!**
To: Studentenwerk Frankfurt am Main  
Semesterticket – Härtefondsstelle  
Postfach 90 04 60  
60444 Frankfurt am Main

Email: haertefonds@studentenwerkfrankfurt.de  
Applications can be submitted by email.

Application for the refund of the ASfA-Semesterticket from the Goethe University Frankfurt am Main

I hereby request the reimbursement of the semester ticket for the **winter semester 21/22**

Family name: ______________________________ First name: ______________________________

Matriculation no.: __________________________ Phone no. for inquiries (*): __________________________

Semester address: ______________________________
(bzw. mailing address) street, house no. postcode / town

Email address (*): ______________________________

**Bank details:**

BIC ___________________________ IBAN ______________________________

_______________ ______________________________

**Refund reason**

Reimbursement amount: 193,18 EUR

[ ] Landesticket  [ ] Landesticket  [ ] Leave of absence

[ ] A study-related stay abroad  [ ] Double enrollment

[ ] A practice-oriented semester (outside the area covered by the semester ticket)

[ ] Severe disability (free transportation)

[ ] Exam preparation (only if the residence is outside the area covered by the semester ticket)

[ ] PhD (only if the residence is outside the area covered by the semester ticket)

[ ] Health issues

Reimbursement amount: 222,77 EUR

[ ] Social difficulties (please request the additional forms from the hardship fund office!)

[ ] Childcare

[ ] The care of dependents and close relatives

Please submit the relevant documents for the reimbursement when submitting your application. If documents are missing, we will inform you in writing by when they have to be submitted.

Only students who are enrolled at the Goethe University Frankfurt am Main are eligible to apply. The reimbursement only applies to the respective semester and is based on the ASfA hardship fund statutes in the currently valid version.

**Note:** The Studentenwerk Frankfurt am Main processes the data you entered above electronically on behalf of the ASfA of the Goethe University. Information on data processing can be found at: www.studentenwerkfrankfurt.de/datenschutz

__________

date / signature

* (voluntary disclosure)