Hardship application for the semester ticket costs to be covered by the AStA (University of Bremen)

Last Name, first name: _____

Current address: _____

E-mail: _____

I hereby apply for the semester ticket costs to be covered by the AStA of the University of Bremen due to financial or social hardship for:

       - Summersemester 2020 [ ]

       - Wintersemester 2020/21 [ ]

I have enclosed the necessary proof (see checklist and notes below).
The refund should be transferred to the following account:

Last name, first name: _____

Bank: _____

IBAN: _____

BIC /SWIFT: _____

For financial hardship cases:
In the semester in question, I had a total income of _____ EUR and on average _____ EUR per month.

Please note: In the event of a change in income during the semester which results in students with an approved hardship case application landing above the income limit on average for the semester, this must be reported to the AStA at Bremen University. In this case, the AStA must be reimbursed for any costs already covered by the semester ticket.

The following documents are required as proof and are enclosed
(**please cross the applicable checkbox**):

Always:

[ ] certificate of matriculation
[ ] Copy of your semester ticket

In case of financial hardship:
[ ] proof of rent (e.g. copy of your rental agreement)
[ ] proof of income (such as bank statements)
[ ] if applicable, proof of independent health insurance
[ ] if applicable, proof of own children in the own household

In case of social hardship:
[ ] Proof of care of severely disabled children in their own household for at least 3 months in the corresponding semester

or:

[ ] Proof of care of relatives in need of care in a joint household for at least 3 months in the corresponding semester

Don't forgett so sign this application on page 2!

Notes:

I.   We can only accept a copy of your "Matriculation Certificate" if you present the original to us during the AStA office opening hours, otherwise please enclose an original.

II.   In the case of proof of income via bank statements, we recommend blackening out information not relevant to the hardship claim (e.g., the source of income and expenses).

III.   A certificate of the need for care from the nursing insurance fund / MDK (or a medical certificate in the case of accompaniment during the last phase of life) in combination with a declaration in lieu of an oath as to the extent to which care tasks are assumed here in the relevant semester is sufficient as proof of the care of severely disabled children or relatives in need of care.

IV.   Information and permission to store personal data in accordance with DSGVO: The AStA of the University of Bremen, Bibliothekstraße 3, 28359 Bremen, stores the personal data contained in this document. The data in question is collected only for the purpose of processing precisely this procedure and to the extent necessary for this purpose and is stored only for the legally prescribed period. Access to this data is also granted to a control commission elected by the student parliament. Furthermore, the right to inspect and, if necessary, correct this data exists in accordance with the legal provisions of the DSGVO.

V.   If you are unsure which documents you have to submit and whether or not you will have to pay for them, you can ask the AStA Office (University of Bremen).

VI.   False statements are punishable according to §156 StGB with up to three years imprisonment or a financial penalty for intentional committing of the act or up to a one-year imprisonment or a financial penalty for negligent committing of the act.

I affirm in lieu of an oath that I have read the form completely and that all my details and enclosed evidence are correct and complete. I have taken note of and agree to the way the AStA of the University of Bremen collects and stores my personal data for the purpose of processing the present contract/application.

_____   _____

Place, date   Signature

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To be filled in by the AStA of the University of Bremen:

Erstattungsbetrag: Semester: Bremen, den_____

Abrechnung sachlich und rechnerisch richtig: _____

Betrag: Gebucht/gezahlt am: HHP:

Bremen, den _____   _____

                                                AStA-Finanzreferent*in