

Online-Re-Enrollment

With the start of the re-enrollment period you will find a link to our Online-Re-enrollment platform **at the end of this page.**

Re-enrollment period for the Summer semester: January 15 to February 15
Re-enrollment period for the Winter semester: July 1 to July 31

The re-enrollment fee totals **201 Euro** (administration fees 70 Euro, Studierendenwerksbeitrag 116 Euro und student body contribution 15 Euro).

For students of **non**-konsekutive Master-Programs additional tuition fees will be charged according to the corresponding statutes.

If you like to stay enrolled, it is absolutely necessary that you re-enroll in your course of studies (even in case of an internship semester, a leave of absence or a study abroad semester).

For re-enrollment you will be charged with fees.

Please take note of the subsequent hints:

1. Re-enrollment must be done online.

You can re-enroll from every location by using an electronic direct debit. **Please note, that you have to be account holder of the respective account.** After the Online-Re-enrollment you might yourself print out your new certificate of enrollment

We kindly ask you to proceed carefully with your Online-Re-enrollment, in order to avoid an unintended return debit note. For the following reasons a direct debit effected by the Online-Re-enrollment might not be processed or a return debit note being created:

- Your bank account information contained errors
- The bank account holder had been wrongly declared
- There is not enough coverage in your in your bank account
- You objected the direct debit

A return debit note leads to a removal of your Re-enrollment an additional bank and administrative charges.

2. Deferall of internship semester, semester of leave of absence.

Requests to defer your internship semester are to be addressed to the professor within your course of studies who is counselling you on your internship semester.

Requests for a leave of absence and additional information on that topic can be found under "Informationen für Studierende", "Bescheinigungen und Informationen", "Formulare und Infos", "Weitere Downloads Für Studierende".

3. Completion of Studies

In case you already fulfilled all of your exams (including the thesis), which are required for a successful completion of your degree, or you are doing so until the end of the semester (February 28/29 or August 31), no Re-enrollment is necessary. You have the following options:

- You do not re-enroll and inform the student affairs office that you wish to be deregistered.
- You do re-enroll. Later on you still have the possibility to request deregistration with immediate effect at any time. A refund of Studierendenwerk contributions by

Studierendenwerk Karlsruhe if possible within the time period set by Studierendenwerk. Administrative feed can be refunded if your deregistrations is effective within one month after the commencement of lectures.

- You do re-enroll and await the official deregistration at the time your degree certificate is issued, taking effect by the end of the semester.

4. Certificates of enrollment

You might print out the certificate of enrollment (which also includes the confirmation according to § 9 BAFöG) immediately after your Online-Re-enrollment in the numbers needed.

In case of a deferral of the internship semester such a deferral can only be processed after the end of the re-enrollment period. Before the end of the semester the status "internship semester" is incorrectly stated in your certificate of enrollment.

Similarly, in case of a change of your course of studies the new course of studies will only be stated after the completion of the re-enrollment period at the end of the semester. In so far, your certificate of enrollment will not be correct.

Of course, after the end of the re-enrollment period you may print our an updated and correct of your certificate of enrollment.

Direct Link: [Online-Rückmeldung/Online-Re-Enrollment](#)

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