

Application for
reimbursement of the
contribution for the
WiSe 2026/27

ASTA der Universität Siegen
Referat für Soziales und Internationales
Adolf-Reichwein-Straße 2
57076 Siegen

Attention: Deadline!

The application deadline for all applicants is
18.10.2026

Incomplete applications will be rejected as incomplete
after the deadline **15.11.2026** for submitting additional
documents has passed!

For First-Semster:
Deadline **15.11.2026**

Personal information:

First name: _____

Matriculation _____

nr.:

Surname: _____

E-Mail: _____

Street, No.: _____

IBAN: _____

Postcode, _____
City: _____

1. Reason for application

- ☐ Due to my disability, I am entitled to use public transportation for free of charge. See Section 2 (2) No. 1 HärtefallO (N)
(if applicable, continue with point 7)
- ☐ My financial situation does not allow me to pay the mobility contribution. See Section 2 (2) No. 2 HärtefallO

Comments:

2. Family situation and children

- ☐ Single
- ☐ married
- ☐ _____
- ☐ _____ Children (Single parent: ☐ yes ☐ no)

3. Living situation

I live...

- ☐ ... alone.
- ☐ ... in a shared flat.
- ☐ ... with my partner.
- ☐ ... with my spouse.
- ☐ ... with my child/children.
- ☐ ... with my parents.

I pay...

- ☐ ... a monthly rent of _____ €.
- ☐ ... no rent.
- ☐ ... other costs for my accommodation:
_____ € for _____
- ☐ additional costs of _____ €.

4. Health and nursing care insurance

I am...

- ☐ ... covered by family insurance.
- ☐ ... have my own health / nursing care insurance and pay _____ € per month.
- ☐ ... other: _____.

5. Financial situation

I have the following monthly income:

BAföG:	_____ €	Own child benefit:	_____ €
Part-time job:	_____ €	Scholarships:	_____ €
Maintenance / support		Social benefits:	_____ €
from relatives:	_____ €	Other income:	_____ €

6. Financial situation for foreign students:

Work permit: D yes D no
Blocked account: D yes D no

Important:

Please submit all required documents by email to sozref@asta.uni-siegen.de. Only applications that are fully completed and accompanied by the required attachments can be processed.

The following evidence must be submitted by all applicants (except for those with a „G“-Vermerk):

- Current certificate of enrolment with semester number
- Insurance contribution
- Proof of rent and additional costs
- Bank statements for **ALL** accounts, savings and similar for the **last 6 months**
- Birth certificates of children (if applicable)
- Child benefit (if applicable)
- Bank statements for **ALL** accounts held by your partner for the **last 6 months** (if married or living in a joint household)

Severely disabled applicants with a registered „G-Vermerk“ or corresponding taken must only submit the following evidence in accordance with § 2 (2) sentence 1 (HärtefallO):

- Complete severely disabled person's ID card
- Certificate of enrolment with semester number

General information on submitting an application:

You have the option of having part of the semester fee, namely the mobility contribution for the semester ticket (currently _____ €) including the solidarity surcharge, upon application (currently totalling _____ €).

There is a so-called Hardship regulation¹ which stipulates the conditions under which you can be reimbursed for the contribution. In cases of doubt, the hardship committee will decide.

Reasons for applying may include:

Severe disability:

Students who have a „G-Vermerk“ or a corresponding token in their severely disabled persons pass, which allows them to use public transport free of charge

Social hardship:

The following, among others, are treated as cases of social hardship.:

- Students with children
- Foreign students with limited work permits
- Students who are experiencing particular hardship for social reasons

Legal basis:

Contribution regulations of the students body of the University of Siegen and regulations on the waiver of the contribution in accordance with Section 2 (3) of the contribution regulations of the student body of the University of Siegen.

7. Declaration

See above for the legal basis of the application procedure and data collection.

I confirm that the information I have provided is true and complete. I am aware that incomplete applications that are not completed within the deadline set by the AStA may be rejected without further review.

Data protection notice in accordance with the GDPR and BDSG

By submitting this application, I agree that the personal data I have provided may be processed and stored for the purpose of processing the application. The data is subject to statutory retention obligations and may, in particular, be used as a basis for audits. The data will therefore be deleted at the earliest after 10 years in accordance with the statutory retention periods (§ 147 AO, § 257 HGB). After this period has expired, the data will be deleted unless there are further legal obligations to retain it.

Place, date

Signature of applicant

The Department for Social Affairs and International Relations reserves the right to a processing period of 6 weeks after the end of the submission period.

¹ <https://www.asta.uni-siegen.de/wp-content/uploads/2024/01/Haertefallordnung-ab-SoSe-2023.pdf>