Hochschule für Wirtschaft und Recht Berlin
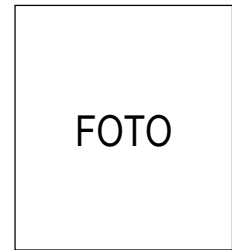**Berlin School of Economics and Law**

Are you or have you already been a student
at the BSEL?

If yes please enter your studend number. You will
keep your number and can **use it for the bank transfer.**

FOTO

Application for enrollment for

for the semester   in the following study course:

1. Personal Data

Name, First name

Maiden name   Place of birth

Date of birth   Gender   Nationality

Street / No.

Post code   City / Region   Additions to adress

Phone   Email

2. University entrance eligibility (e.g. high-school diploma, secondary school certificate)

Type:

Acquisation (year):

Place of acquisition
If Germany, then please enter the license plate of the place of acquisition.
Otherwise please enter the name of the country:

3. Previous university enrollments

Were you already enrolled at a university?
If yes, please complete the following list

Matriculation (e.g. Summer 2021)	Exmatriculation (e.g. Winter 2021)	Name of university / college	Country	Number of internship semesters	Number of vacation semester

4. Examination requirements

Have you already definitively failed a course of study or examination in a degree programme?

If yes, please state the subject area:

5. Academic studies during last semester

Were you enrolled at a German or foreign university or college in the last semester?

(if no, please proceed to point 6)(please fill in <u>only</u> if you have been enrolled in an University in the immediate preceding semester)

Name of institution (clear text):

The degree you are aiming for:

Type of study course:

Name of course:

6. Completed University studies (including foreign Universities)

Have you completed one or more University degrees? (if no, please proceed to point 7)

Which degree have you completed?

Type of study course:

Name of course:

Date of last degree: Final grade (eg. 2,34)

(In case that your final exam is still pending please leave the date and final grade blank)

7. Additional data

Do you have any disabilities? (if yes, please validate with appropriate certificates)

Do you have children under 12 years of age? (if yes, please attach copies of birth certificates)

I agree to the publication of my resident address in a public listing (professors, lecturers and students can obtain this listing from the enrolment office).

My student status at a German university has never been revoked before due to past or pending legal proceedings.

I understand that this application can not be processed if I have failed

- to pass the preliminary, intermediate or final examinations in the same subject(s)
- to pass any other official proof of performance at the BSEL or another university.

I declare that I am not enrolled in the same course of study at any university which is governed by the German university ordinance (Hochschulrahmengesetz)

I entitle the BSEL to use and publish any of my exercises, seminar or examination papers for teaching or research purposes.

I confirm that the information I have given in this application is complete and accurate. Should facts come to light after enrolment at the Hochschule für Wirtschaft und Recht Berlin that otherwise would have lead to a rejection, the enrolment will be invalidated.

_____   _____
Date   Signature of applicant

In the case of underage applicants, this must be completed by the legal representative
(comp. § 6 section 3 sentence e) study regulations) :

_____   _____
Name, First name   Address

_____
Signature of legal representative

Legal basis and information on data protection

Data to the above-mentioned questions are ascertained, stored and implemented in

- § 6 of the Berliner Hochschulgesetzes (BerlHG) from 12/10/1990 (GVBl. P. 2165) in the revised text from 05/10/1995 (GVBl. P. 727), last revised by the Haushaltsstrukturgesetz 1996 (HStrG) from 15/04/1996 (GVBl. P. 126)

- § 10 of the Bundesstatistikgesetzes (BStatG) from 14/03/1980 (GVBl. P. 567)

- § 2 ff of the Hochschulstatisikgesetz (HstatG) in the text from 02/11/1990 (BGBl. yr. 1990, Part 1, P. 2414)

- § 2 ff of the Studentendatenverordnung (StudDatVO) from 11/12/1993 (GVBl. 1991, P. 628)

- § 6 of the Berliner Datenschutzgesetzes (BlnDSG) in the text from 17/12/1990 (GVBl. 1991, P. 16, 54)

The preceding data is used exclusively for administration and future planning purposes of the BSEL family name, first name, maiden name, place of birth and status of admission.

Data protection is guaranteed through nondisclosure of the information given. It is nevertheless permissible for individual statistics, without reference to specific names and/or addresses, to be passed on by the university and the statistical offices to the appropriate state or federal administrative bodies, as well as on request by these specific offices or individuals, and – as long as data protection can be guaranteed – by statistical offices for scientific research. The university may use data with names and addresses for internal statistical purposes and may include this information to transcripts in the case of university transfer. The responsibility of compliance to data protection also includes offices and individuals that receive the information.