

## Information about the refund of the semester tickets in easy English

It is possible to get a refund of the semester ticket. But not everyone is qualified to get a refund. You need to hand in an application. The AStA (student council) will examine your application. You need to present logical reasons for the refund. Only then your application will be considered.

Logical reasons are:

- You haven't got enough money to live. That means you have less than 744€ per month if you run your own household (including living community)
- Or less than 474€ per month if you live with your parents (hardship clause)
  
- You are student of another university in lower Saxony and have to pay two semester tickets
- You are handicapped in a way that you don't have to pay for public transportation.

Attachment 1 (Anlage 1, hardship clause), if you haven't got enough money to live.

Attachment 2 (Anlage 2), if you are handicapped.

Bus-and train semester ticket refund (Bus-und Bahnsemesterticketrückerstattung), if you are student of another university in lower Saxony and have to pay two semester tickets.

You have to hand in the forms to the social service department of the AStA. You can hand in the form in person or you can send them by email or mail.

The address is:

Sozialreferat  
AStA Uni Göttingen  
Goßlerstraße 16a  
D-37073 Göttingen

The email-address is: [soziales@asta.uni-goettingen.de](mailto:soziales@asta.uni-goettingen.de)

You need to meet a deadline to hand in your application properly.

The deadlines for attachment 1 are June 30<sup>th</sup> in summer semester and January 15<sup>th</sup> in winter semester.

To get a refund you need to fill in one of the forms and hand it in properly.

To get more information you can always write an email to [soziales@asta.uni-goettingen.de](mailto:soziales@asta.uni-goettingen.de).

Additional information to the application Attachment 1 (hardship clause)

1. How much money do you have (for rent, food, e.g.)?

a) Do you receive governmental student support (BAföG) or are you a scholar?

b) Do you receive money from your parents? Are they paying your rent or other things on monthly basis?

c) Are you receiving money on other ways on monthly basis? Do you have a job? Have you been granted a loan by a bank or take money for living from a blocked bank account? Do you receive rent support from the government?

d) This part only applies to you if you are married. Are you conceiving money from your partner?

e) Do you have children and receive financial support for them (except governmental child support)?

If so, please fill here how much money you receive in total every month. In you don't receive any money, please fill in a "X".

2. Are you receiving money just once in a semester? Please fill in how much.

**You must not consider money from segment 1!**

a) Do you receive governmental student support (BAföG) or are you a scholar?

b) Do you receive money from your parents? Are they paying your rent or other things on monthly basis?

c) Are you receiving money on other ways on monthly basis? Do you have a job? Have you been granted a loan by a bank? Do you receive rent support from the government?

d) This part only applies to you if you are married. Are you conceiving money from your partner?

e) Do you have children and receive financial support for them (except governmental child support)?

If so, please fill here how much money you receive in total every month. In you don't receive any money, please fill in a "X".

3. Do you study abroad in this semester? If so, please fill in from when to when you will be absent.

4. Some things are expensive. In this segment you are asked for such thing, for financial exceptional charges.

a) Do you run your own household (including living community)? Please tick yes or no.

b) Are you paying for your health insurance or life insurance for yourself? Please tick yes or no.

c) Are you paying money because of chronic disease or because you are pregnant? Do you have a child and are a single parent? Please tick yes or no.

d) Do you have a child that is younger than 18 years? Do you have to pay money for children that are not living with you? Please tick yes or no.

If you don't have children by your own please tick no.

5. Depending on what you ticked at 4., you have to hand in certificates in addition to your application.

a) You need to hand in an certificate of enrolment (Immatrikulationsbescheinigung) for the current semester.

b) You need to hand in an informal explanation of income.

c) If yes in 4b: Certificate of your health and/or life insurance in line with §13a Bafög that you pay for your insurance by your own

d) If you are married: informal statement of income from your partner

e) If yes in 4c: Certificate from your doctor about your chronic disease or pregnancy

f) If yes in 4c: Copy of the birth certificate of your child as well as a written explanation that the child causes additional costs

g) If yes in 4c: Written explanation that you are a single parent

h) If you study abroad you have to hand in a proof of it.

Your form can only be considered if you filled in everything complete and true. The social department of the ASTA do not consider incomplete forms! You do not have legal claims to get the reimbursement.

If you sign your form and hand it in, you confirm that all your information are correct and true. If you make wrong or incomplete statements, there can be legal consequences.

The ASTA will post his decision about the forms by a list with the enrolment numbers of the persons which forms were accepted. The applicants will also get an email with the decision.

With signing the form you accept that the ASTA serves your data for 5 years.