

# **Regulations on the semester fee by Studentenwerk Leipzig dated January 28, 2016**

On the grounds of § 110 para 2 and § 109 para 3 of the Act on the autonomy of universities in the Free State of Saxony (Sächsisches Hochschulfreiheitsgesetz – SächsHSFG) as amended in the notification dated January 15, 2013 (SächsGVBl. (Saxon Law and Ordinance Gazette) page 3), modified by Article 11 of the act dated April 29, 2015 (SächsGVBl. (Saxon Law and Ordinance Gazette) page 349), the Studentenwerk Leipzig Board of Directors has adopted the following regulations on the semester fee (Semesterbeitrag):

## **§ 1 Obligation to pay the fee**

- (1) To cover the costs incurred by Studentenwerk Leipzig in the course of fulfilling the obligations according to § 1 of the Studentenwerk Leipzig Regulations, Studentenwerk imposes the semester fee. All students of the universities and academies associated with Studentenwerk Leipzig as well as students of any universities and educational institutions with which corresponding agreements exist shall be obligated to pay the semester fee.
- (2) The semester fee shall be payable upon enrolment or renewal of enrolment. It shall be collected free of charge by the universities and academies according to § 110 para 2 clause 6 of Act on the autonomy of universities in the Free State of Saxony (Sächsisches Hochschulfreiheitsgesetz – SächsHSFG). The universities and educational institutions shall give notice about the payment procedure.  
If a student is enrolled at more than one of the universities and/or educational institutions mentioned above, the semester fee shall be payable only once.

## **§ 2 Calculation and appropriation**

- (1) The fee shall amount to 75.00 EUR per semester.  
It shall be used as follows:

	<b>EUR</b>
- Fees for social services/fee for DSW (Deutsche Studentenwerke)	11.20
- Contribution to finance the catering companies (student restaurants and cafeterias)	<u>63.80</u>
	75.00

- (2) Students of Universität Leipzig (Leipzig University), Hochschule für Technik, Wirtschaft und Kultur Leipzig (Leipzig University of Applied Sciences), Hochschule für Telekommunikation Leipzig (University of Applied Sciences for Telecommunications Leipzig), Berufsakademie Sachsen - Staatliche Studienakademie Leipzig (University of Cooperative Education Saxony), IBA Leipzig Internationale Berufsakademie (IBA International University of Cooperative Education Leipzig) run by F&U Unternehmensgruppe gGmbH, Hochschule für Musik und Theater Leipzig (University of Music and Theatre Leipzig), Hochschule für Grafik und Buchkunst Leipzig (Leipzig Academy of Visual Arts), Handelshochschule Leipzig (Leipzig Graduate School of Management), and of DPFA Hochschule Sachsen - Studienzentrum Leipzig (University of Applied Sciences Saxony) shall pay the following additional amounts for a collectively funded MDV semester ticket (MDV - Central German Transportation Association):
  - in winter semester 2016/17 and summer semester 2017 an amount of 117.00 EUR
  - in winter semester 2017/18 and summer semester 2018 an amount of 121.00 EUR

- in winter semester 2018/19 and summer semester 2019 an amount of 125.00 EUR

An additional amount of 1.50 EUR shall be charged for the Mobility Fund.

### **§ 3 Waiver of payment, exemption**

- (1) Payment of the semester fee may not be waived, reduced or deferred.
- (2) Students on leave of absence who can prove that they are absent from the Leipzig as the place of study for the duration of an entire semester and who therefore will not make use of the Studentenwerk services during that semester may be exempted from their obligation to pay the semester fee upon request. Such request shall be submitted in writing on the provided form to Studentenwerk Leipzig and must be received by Studentenwerk on the last workday before the semester starts for which the exemption is requested at the latest. In case of studies abroad, an official confirmation from abroad of the studies must be enclosed to the request. The same shall apply for any absence from Leipzig as the place of study while staying in Germany.  
In case of approval, Studentenwerk shall issue a written confirmation to the applicant and inform the respective educational institution of such exemption from the obligation to pay the semester fee.
- (3) In case of disenrollment or withdrawal of enrolment, Studentenwerk Leipzig may reimburse the semester fee upon request. Applications for reimbursement shall be made in writing on the provided application form and must be received by Studentenwerk Leipzig before the lecture period of the respective semester starts at the latest. The certificate of disenrollment provided by the respective university and/or confirmation issued by the university regarding the waiver of admission to university, as the case may be, must be enclosed to said application form.

### **§ 4 Effective date**

These regulations on the semester fee shall enter into effect as of the winter semester 2016/17 following the publication in the Official Journal of the State of Saxony (Sächsisches Amtsblatt). Simultaneously, the regulations on the semester fee dated April 11, 2015 shall cease to be effective.

Leipzig, January 28, 2016

Studentenwerk Leipzig  
Dr. Diekhof  
President