

Contribution statutes of the student body of the Christian-Albrechts-Universität zu Kiel

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Pursuant to Section 74 (2) sentence 1 of the Higher Education Act (HSG) in the version promulgated on 5 February 2016 (GVOBl. Schl.--H. 2016, p. 39), as amended by Article 2 of the Act of 10 June 2016 (GVOBl. Schl.--H. 2016, p. 39).H. p. 342), the following contribution statutes will be enacted after the resolution of the Student Parliament of the Christian-Albrechts-Universität zu Kiel of 11 June 2019 and after approval by the Presidium of the Christian-Albrechts-Universität zu Kiel of 02 July 2019:

§ 1 Contributions

(1) All students enrolled at the Christian-Albrechts-Universität zu Kiel (CAU) have to pay a contribution for the fulfilment of the tasks of the student body.

(2) The fees are due on the last day of the matriculation or re-registration period.

(3) The student body collects its contributions through the Studentenwerk Schleswig-Holstein. The receipt of payment by the Studentenwerk Schleswig-Holstein is sufficient to meet the payment deadline.

§ 2 Amount of contribution

(1) The student body contribution shall amount to 196 euros from winter semester 2019/2020 onwards, 196.50 euros from winter semester 2020/2021 onwards and 197 euros from winter semester 2021/2022 onwards in accordance with Section 74 (2) sentence 2 first half sentence HSG in conjunction with Section 74 (1) HSG. This includes an amount of 183.50 euros for measures that enable students to use public transport at low cost in accordance with § 74 Paragraph 2 Sentence 2 Second Half-Sentence of the HSG (semester ticket). The contribution to the financing of costs that may arise in individual cases due to reimbursement payments is a maximum of 10 percent. The contribution includes an earmarked amount of 1.25 euros to finance applications for reimbursement in accordance with § 6 of these statutes.

(2) For students of the distance learning courses "School Management and Quality Development", "International Master of Applied Scientific Dental Education and Research", "Part-time Teacher Training (Mathematics) and Hospital Management", the following deviating regulations apply: From winter semester 2019/2020, the student body contribution amounts to 12.50 euros, from winter semester 2020/21 13 euros and from winter semester 2021/2022 13.50 euros in accordance with § 74 Paragraph 2 Sentence 2 First Half Sentence in conjunction with § 74 Paragraph 1 HSG. The contribution includes an earmarked amount of 1.25 euros to finance applications for reimbursement in accordance with § 6 of these Statutes. Students do not acquire a semester ticket and are therefore exempt from the contribution part according to paragraph 1. Their CAU-Card does not contain a semester ticket logo.

§ 3 Application procedure reimbursement of contributions and deadlines

(1) Applications for reimbursement shall be submitted in writing to the General Student Committee (ASTA) by the end of the first month of the respective semester, October or April, enclosing the evidence required under the following paragraphs. Applications for reimbursement pursuant to § 4 No. 1 may be submitted until the end of the respective semester. Applications for reimbursement in accordance with § 6 of these Statutes must be submitted in writing to the General Student Committee (ASTA) by the end of the first month after the end of the re-registration period, enclosing the required supporting documents.

(2) The CAU-Card must be attached to the application for reimbursement in order to remove the semester ticket logo. Once the application has been processed, the applicant will receive the CAU-Card back. In justified exceptional cases, the fee already paid can be refunded before the CAU-Card is available. A justified exception is in particular an imminent stay abroad of more than one semester. The refund will then be made subject to the CAU-Card being submitted by the end of the first month of each semester. From winter semester 2019/2020, if you have a paper semester ticket, you must also enclose it with your application. The mobile phone ticket will be blocked by the AStA's notification to the sales service provider upon reimbursement.

(3) An application for reimbursement may also be submitted by a person authorised to do so in writing.

(4) The AStA Executive Board shall decide on applications for reimbursement in accordance with these statutes. If the application is approved, the fanfold section submitted with the application will be withdrawn (procedure up to and including summer semester 16). A rejection decision shall be made in writing, shall be justified and shall be accompanied by a notice of appeal, in which case the fanfold section or the CAU Card shall be returned.

(5) If an applicant creates credible evidence that s*he exceeded the application deadline through no fault of her own or that the hardship case first came to light after expiry of the deadline, the application shall be deemed to have been received on time. Applications submitted after the end of the following semester must be rejected in any case.

(6) If the application is rejected, an objection may be raised within one month after the administrative act of the complainant has been made known, either in writing or in writing to the student body represented by the General Student Committee. The Budget Committee shall decide on the objection in a non-public meeting.

(7) There shall be no legal claim to reimbursement. Reimbursement shall only be made within the framework of the budget funds made available for this purpose. If the budget funds are insufficient, they shall be distributed among all applications submitted, justified and approved in due time in proportion to the respective claim.

(8) Applications for reimbursement pursuant to § 6 of these Statutes shall be processed no earlier than after expiry of the deadline for submission of applications; applications shall generally be processed within the first two weeks after expiry of the deadline for submission of applications.

§ 4 Reimbursement of the total student body contribution

The student body contribution will be refunded to the following students:

1. students who exmatriculate by the end of the first month of the respective semester, April or October, who are exmatriculated or whose matriculation is withdrawn or revoked; a copy of the corresponding certificate from the CAU must be enclosed with the application;

2. students on leave of absence for the semester in question; a copy of the relevant CAU certificate must be attached to the application.

§ 5 Reimbursement of the partial fee for the semester ticket

The partial fee for the semester ticket will be refunded to the following students upon application:

1. to transport students with disabilities free of charge in accordance with §§ 69 Paragraph 5, 145 ff. SGB IX and who are in possession of a corresponding identity card; a copy of the identity card must be enclosed with the application;

2. students who are unable to use local public transport due to their disability and who provide appropriate proof;

3. students who have to stay permanently at an institution outside the semester ticket catchment area for their studies or doctorate (e.g. for an internship or a stay abroad); a copy of the corresponding certificate from the institution or the internship placement must be enclosed with the application;

4. students who pay their contribution to the local student body at another Kiel university; a copy of the certificate of enrolment from the other university must be enclosed with the application.

§ 6 Reimbursement of fees in cases of hardship

(1) Students who prove the existence of exceptional hardship in accordance with the provisions of these Statutes may be reimbursed in full or in part for the portion of the student body contribution attributable to them in accordance with Sections 72 (2) sentence 2 no. 4 hs. 2, 74 (2) sentence 2 hs. 2 HSG in accordance with the following provisions.

(2) If the applicant's deductible monthly income as defined in § 6a less deductible expenses as defined in § 6b (disposable income) is less than or equal to the income limit as defined in § 6c, the semester fee shall be reimbursed in full.

(3) If the disposable income is higher than the income limit but lower than the income limit plus one sixth of the semester fee, six times the difference between the income limit plus one sixth of the semester fee and the disposable income shall be refunded.

(4) Reimbursement shall only be made in accordance with § 3 (7).

(5) § 3 (2) shall not apply to a refund due to the existence of exceptional hardship.

§ 6a Revenue within the meaning of these rules

(1) For the purpose of calculating revenue under these Statutes, only the actual revenue of the applicant budget during the month of application and the two preceding months shall be taken into account.

(2) The person submitting the application shall be obliged to truthfully present his/her income and assets. In the case of non-separating spouses or life partners, the income and assets of both spouses or life partners shall be taken into account. This shall not apply to a declaration pursuant to § 6 para. 2 d sentence 1. The person submitting the application shall make an appropriate contribution to relieving his/her financial situation. Obstacles to taking up gainful employment, in particular the upbringing of children under the age of three, chronic illnesses and physical disabilities and/or psychological impairments shall be recognised at the discretion of the applicant's staff.

(3) Monthly income to be taken into account shall be:

- a) The income of the applicant and the partner,
- b) scholarships, student loans and other educational grants in the form of grants or loans,
- c) State or semi-state benefits (e.g. benefits under the Federal Social Assistance Act, the Federal Training Assistance Act, the Housing Allowance Act and the statutory pension insurance schemes, parental allowance and child-raising allowance),
- d) maintenance,
- e) capital income,
- f) child benefit, provided that it is paid to the person making the application, to him or herself

(4) In the case of paragraph 3 (d), full credit shall be given to maintenance payments made by third parties to the applicant person as well as by parents, divorced or separated partners or other persons. Excluded from this are maintenance payments by fathers and mothers of children living with the applicant in the household.

§ 6b Deductible expenses

Expenditure deductible from revenue is:

- (a) the cold rent,
- b) the ancillary costs including the costs of electricity and other energy supply as well as the costs of the Internet connection pro rata to the total annual costs,
- (c) the contribution for insurance prescribed by the Social Code,
- (d) unforeseen special expenses not caused by negligence; and

(e) other individual charges not sufficiently covered by the limit on revenue of the § 6c are presented.

f) Current instalments and interest charges of loans and credits for student finance

The existence of special expenses in accordance with lit. d) and other individual charges in accordance with lit. e) shall be proven and justified in an appropriate manner. The hardship commission shall decide at its dutiful discretion on the existence of such expenses.

§ 6c Income limit

(1) The income limit shall be 85 per cent of the BAföG requirement under section 13(1)(2) of the Federal Training Assistance Act.

(2) Furthermore, this income limit for expectant mothers after the 12th week of pregnancy shall be increased by 17 per cent of the standard rate laid down in § 28 of Book XII of the Social Code, with reference to the Annex to § 28 and the RBEG. (3) Furthermore, this amount shall be increased for each own child by 1.4 times the standard rate laid down in § 28 of Book XII of the Code of Social Law with reference to the Annex to § 28 and the RBEG.

(4) For persons with disabilities who have reached the age of 15 and to whom integration assistance is provided in accordance with § 54 paragraph 1 sentence 1 numbers 1 to 3 of Book XII of the Code of Social Law, the income limit shall be increased by 35 per cent of the standard rate laid down in § 28 of Book XII of the Code of Social Law with reference to the Annex to § 28 and the RBEG.

(5) If the income of another person is taken into account within the scope of § 6b III lit. a), his income limit shall also be taken into account.

§ 6d Presentation of the application figures

When submitting the student body's annual financial statements, the AStA must also submit to the student parliament the key figures for received, approved and rejected applications for the respective financial year.

§ 6e Introduction of a hardship commission („Härtefallkommission“)

In its first session of the term of office, the student parliament elects a hardship commission consisting of three persons. All represented lists have the right to nominate candidates; any student can be elected. The elected commission is instructed by the data protection officer in the handling of particularly sensitive data and signs a data protection and confidentiality declaration. The task of the hardship commission is:

a) the processing of hardship applications,

b) the determination of receipt within the prescribed period,

c) the submission of a resolution recommendation to the board of the General Student Committee,

d) compliance with the principles of confidentiality and data protection,

e) the collection of the key figures for the application figures to be submitted at the end of the year; the HHA of the Student Parliament is both accountable and accountable to the Hardship Commission for the cases in accordance with §3 Para. 6 of these Statutes.

§ 7 Optional purchase of the semester ticket for students of correspondence courses in accordance with § 2 Paragraph 2

An optional purchase of the semester ticket is possible at the conditions according to § 2 paragraph 1. In this case, the student must hand in the CAU Card to the General Student Committee for the purpose of printing the VRK logo. After processing, the student receives the CAU Card back.

§ 7a Data protection clause

1. The data needed to process the request for assistance and any data submitted in excess thereof shall not be disclosed to third parties.
2. By signing the application, the applicant confirms his consent to the use of the data for the purposes of processing and examining the application.

§ 8 Entry into force

This contribution statute comes into force retroactively to the beginning of the summer semester 2016.

At the same time, the Rules for Contributions (Statutes), which came into force on 14 July 1998, shall enter into force on 1 January 1998.

27.04.1998, last amended 20.04.2015, entered into force 06.05.2015 (NBl. HS MSGWG. Schl.-H. 2015 p.109), expired.

Kiel, 11.07.2019

Lisa-Marie Fricke , Johnny Schwausch
(Board of the General Student Committee
of Christian-Albrechts-University of Kiel)