

RÜCKERSTATTUNG DES BEITRAGES ZUM SEMESTERTICKET DER JLU GIEßEN  
GENERAL STUDENT COMMITTEE

## REFUND OF THE CONTRIBUTION TO THE SEMESTER TICKET OF THE JLU UNIVERSITY GIEßEN

### SUMMER SEMESTER 2023

**PLEASE NOTE:** HERE ARE EXCEPTIONS TO THE OBLIGATION TO PAY CONTRIBUTIONS TO THE SEMESTER TICKET.

THEREFORE, A REFUND CAN BE APPLIED FOR AT THE **ASTA OFFICE, OTTO-BEHAGHEL-STRASSE 25D, GIESSEN DURING OPENING HOURS MONDAY TO FRIDAY FROM 9:30 A.M. TO 1:30 P.M. (PLEASE NOTE HOMEPAGE)** UNDER CERTAIN CONDITIONS -WITHIN THE DEADLINE-. FOR THIS PURPOSE, ALL NECESSARY DOCUMENTS MUST BE SUBMITTED IN DUE TIME! IN CASE OF A REFUND, THE SEMESTER TICKET LOGO WILL ALWAYS BE REMOVED FROM THE CHIP CARD (VALIDATION ONLY BY THE STUDENT SECRETARIAT), AND IT WILL BECOME INVALID AS A SEMESTER TICKET FOR THE ENTIRE SEMESTER UPON VALIDATION. THE INVALIDATION CANNOT BE REVERSED (THE CHECK LIES WITH THE APPLICANT!). BEFORE SUBMITTING AN APPLICATION, ALL NOTICES/REFUND REQUIREMENTS MUST BE OBSERVED! APPLICATIONS AND RECEIPTS MUST BE HANDED IN WHEN SHOWING THE CANCELLED CHIP CARD.

**YOU CAN APPLY FOR A REFUND UNTIL **May 05, 2023:****

**SEVERELY DISABLED PERSONS:** THE FOLLOWING MUST BE PRESENTED: -VALID SEVERELY HANDICAPPED ID CARD AND CORRESPONDING SUPPLEMENTARY SHEET WITH VALID TOKEN (AT LEAST 3 MONTHS IN THE CURRENT SUMMER-SEMESTER)

**INTERNSHIP:** STUDENTS WHO ARE STAYING OUTSIDE THE SEMESTERTICKET AREA FOR AT LEAST 3 MONTHS OF THE SEMESTER APPLIED FOR DUE TO THEIR INTERNSHIP. THE FOLLOWING DOCUMENTS MUST BE SUBMITTED: -INTERNSHIP CERTIFICATE FROM THE INTERNSHIP PROVIDER ON THEIR HEADER SHEET WITH SIGNATURE, STAMP (INTERNSHIP PERIOD AND LOCATION MUST BE NAMED, OUTSIDE TICKET AREA).

**STUDY ABROAD:** STUDENTS WHO SPEND AT LEAST 3 MONTHS OF THE SEMESTER ABROAD FOR STUDY REASONS. THIS APPLIES EXPLICITLY **ONLY** TO SEMESTERS ABROAD **FOR STUDENTS IN GERMANY** WHO SPEND A SEMESTER ABROAD CONFIRMED BY JLU WITH THE CORRESPONDING RECEIPT FROM JLU. THE FOLLOWING MUST BE SUBMITTED: -PROOF OF STUDY-RELATED STAY ABROAD ON THE UNIVERSITY'S HEADED SHEET WITH SIGNATURE (PERIOD AND PLACE MUST BE MENTIONED). PLEASE ARRANGE REIMBURSEMENT **BEFORE** YOUR STAY ABROAD AND CONTACT THE OFFICE IF YOU ARE UNSURE. THE SEMESTER TIMES OF THE JLU APPLY, COUNT!

**LEAVE OF ABSENCE:** STUDENTS WHO TAKE A LEAVE OF ABSENCE DURING THE SUMMER SEMESTER 2023. TO BE SUBMITTED ARE: -PROOF OF CURRENT SEMESTER OF LEAVE FROM JLU GIESSEN (MASTER SHEET SUMMER-SEMESTER).

**TWO UNIVERSITIES:** STUDENTS WHO ARE STUDYING/ENROLLED AT TWO DIFFERENT UNIVERSITIES IN THE SEMESTERTICKET AREA IN GERMANY AT THE SAME TIME AND HAVE ACTUALLY PAID TWO SEMESTER FEES. THE FOLLOWING MUST BE PRESENTED: -STUDENT IDs FROM BOTH UNIVERSITIES FOR THE SEMESTER FOR WHICH REIMBURSEMENT IS REQUESTED. UPON REQUEST FROM THE ASTA OFFICE, CORRESPONDING BANK STATEMENTS MUST BE SUBMITTED IN DUE TIME.

**DOCTORAL STUDENTS:** DOCTORAL STUDENTS WHO STAY IN GERMANY FOR MORE THAN THREE MONTHS OF THE SEMESTER BUT DO NOT LIVE IN THE SEMESTERTICKET AREA (PRIMARY RESIDENCE AND ACTUAL PLACE OF RESIDENCE). THE FOLLOWING MUST BE SUBMITTED: - PROOF/CERTIFICATE FROM THE UNIVERSITY OF DOCTORAL STATUS AND CERTIFICATE OF PRIMARY RESIDENCE (CURRENT) OR PRESENTATION OF VALID ID CARD WITH ADDRESS.

**FINAL EXAMINATION:** STUDENTS WHO DO NOT COMPLETE AN INTERNSHIP, BUT FOR WHOM THE REQUIREMENTS (CONFIRMATION OF THE EXAMINATION OFFICE) FOR REGISTERING FOR THE FINAL EXAMINATION ARE FULFILLED, FOR WHOM THERE IS NO LONGER AN OBLIGATION TO BE PRESENT AT THE UNIVERSITY LOCATION AND WHOSE RESIDENCE/ACTUAL PLACE OF RESIDENCE IS OUTSIDE THE SEMESTER TICKET AREA. THE FOLLOWING DOCUMENTS MUST BE SUBMITTED: -A CERTIFICATE OF THE EXAMINATION OFFICE ABOUT IT WITH SIGNATURE AND A CURRENT FIRST RESIDENCE CERTIFICATE OR PRESENTATION OF THE VALID IDENTITY CARD WITH ADDRESS OUTSIDE THE TICKET AREA.

**CERTIFICATE 1:** STUDENTS WHO ARE UNDERGOING INPATIENT TREATMENT OR OUTPATIENT TREATMENT FOR MORE THAN THREE MONTHS OF THE SEMESTER AND WHO ARE/WILL BE PREVENTED FROM USING THE SEMESTER TICKET AND ESPECIALLY PUBLIC TRANSPORTATION DUE TO THE UNDERLYING ILLNESS.

THE FOLLOWING MUST BE SUBMITTED: -CURRENT CERTIFICATE, CERTIFICATE FROM THE TREATING OFFICE OR CLINIC IN GERMANY OR CERTIFICATE FROM THE DOCTOR (WITHOUT DIAGNOSIS), ABOUT THE DURATION OF THE TREATMENT/STAY AND THAT DURING THIS TIME IT WAS/IS NOT POSSIBLE TO USE PUBLIC TRANSPORT DUE TO ILLNESS. THE CURRENT CERTIFICATE MUST BE ON HEADED PAPER, SIGNED AND STAMPED BY THE DOCTOR WHO IS ESTABLISHED IN GERMANY.

**CERTIFICATE 2:** STUDENTS WHO ARE PREVENTED FROM USING THE SEMESTER TICKET FOR MORE THAN THREE MONTHS OF THE SEMESTER DUE TO A CHRONIC ILLNESS AND THEREFORE CANNOT USE PUBLIC TRANSPORT.

THE FOLLOWING MUST BE SUBMITTED: -CURRENT CERTIFICATE FROM THE TREATING OFFICE, CLINIC, DOCTOR IN GERMANY (WITHOUT DIAGNOSIS), ABOUT THE DURATION OF THE CURRENT ILLNESS AND THAT DURING THIS TIME IT WAS/IS NOT POSSIBLE TO USE PUBLIC TRANSPORTATION DUE TO ILLNESS. IT IS MANDATORY TO INCLUDE THIS TEXT. THE CURRENT CERTIFICATE MUST BE ON HEADED PAPER, SIGNED AND STAMPED BY THE DOCTOR WHO IS ESTABLISHED IN GERMANY.

**LANDES HESSEN-TICKET:** STUDENTS OF JLU GIESSEN WHO HAVE A LANDESTICKET-HESSEN VALID FOR AT LEAST 3 MONTHS IN THE CURRENT SEMESTER (LTH VALID FOR AT LEAST 3 MONTHS IN THE PERIOD FROM 1.4. - 30.9.2023). The following documents must be presented: -Show the original Landes-Ticket-Hessen, bring 1 copy of the currently valid Landes-Ticket-Hessen and the completed, signed application! The deadlines are binding! **Exceptions are generally not possible!** Please submit application 3.

**Exceptions or extensions of the deadline are generally not possible for the submission of applications and receipts!**

The following must ALWAYS be presented to the AStA in the original and in due time: The validated personal chip card/student ID for the semester applied for. The card will ONLY be validated by the Student Secretariat via email with your matriculation number! After that, insert it into the machine and swipe it here! Thereby it becomes invalid as a ticket for public transportation for the rest of the semester! This cannot be reversed.

All applications and documents except the chip card (**always show the original**) can be sent in advance by email (please DO NOT submit twice!) but only to buero@asta-giessen.de! Please request confirmation of receipt at the same time.

**In any case, the specified deadlines must always be met! The AStA is bound by them.**

IT IS ABSOLUTELY NECESSARY TO SUBMIT THE VALIDATED CHIP CARD OF THE SEMESTER FOR WHICH THE REIMBURSEMENT IS REQUESTED. The chip card can only be validated at the Student Secretariat, not at the AStA.

**When the chip card is cancelled, the right to use public transportation for the entire semester expires.**

**The validated chip card must NOT be sent to us by mail, we will not accept it! Also not by mail.**

A request for reimbursement and PRESENTATION of card and receipts is possible in these cases until four weeks after the start of lectures of each semester, for the

summer semester 2023 thus at **the latest until May 05, 2023**

In cases of reimbursement due to illness with a valid medical certificate (application 2 only), the application **deadline is not until November 10, 2023**

The AStA is bound to the deadlines! Therefore, submit application and documents in due time!

Application and certificates can be sent by mail to buero@asta-giessen.de as a pdf file (not chip card) or better, when showing the validated chip card SoSem 23 at the window directly handed!

Please always submit the application only once! Always show the original validated chip card at the office window in due time for the semester applied for!

There are NO exceptions, ALL documents must be submitted on time, deadlines are binding!

Before applying, read and follow these refund requirements! A transfer due to incorrect information or in case of exmatriculation later in the semester will always be reclaimed by the AStA of the JLU.