

Reporting back to the summer semester 2018

Period of reporting back: **15 February 2018 until 15 March 2018**

The reporting back is effected by the **payment** of the semester fee **in due time**. (The date of the crediting on our fee account is considered the date of reporting back – Please consider the bank handling times!)

For students having a permanent notice for long-term study fees, the reporting back also requires the transfer of 500 EUR (The transfer can be made by one combined sum).

Bank connection: **Empfänger (recipient):** Hochschule Anhalt
 Bank: Deutsche Bundesbank
 IBAN: DE3581000000081001539
 BIC: MARKDEF1810

Verwendungszweck

(purpose):

Matriculation No. _RM20181_ name, first name

(_ = empty space, RM = Rückmeldung (*reporting back*), the year is followed by a "1" for the summer semester and a "2" for winter semester)

Note: In the transfer slip, the **matriculation number** must be **written left-aligned** and without any gaps to indicate the purpose. Only by this, the automatic assignment of your semester fee and so your reporting back is ensured.

Semester amounts:	Fee for Studentenwerk (per semester)	70 EUR
	Fee for Studentenschaft (per semester)	6 EUR

Additional

Semester amounts:	Master Dessau International Architecture	850 EUR
	Master Monumental Heritage	500 EUR
	Master Monumental Heritage (enrolled from winter semester 2017/18)	750 EUR
	Master Design Research	1250 EUR
	Master Integrated Design	500 EUR
	Master Integrated Design (enrolled from winter semester 2017/18)	800 EUR
	Master Landscape Architecture	500 EUR
	Master International Trade	800 EUR
	Master Immobilienbewertung	230 EUR

The **deadlines** must be **urgently** complied with! Delayed reporting back is possible during the prolonged period. In the case of delayed reporting back, **a fee of 15 EUR** must be paid.

The **prolonged period** for reporting back to the summer semester 2018 ends on **31 March 2018**

Any payment of the semester fee after such prolonged period might be a cause for **your cancellation from the university register**.

Notes:

- You can check through the QIS portal whether your transfer has been correctly booked. In case of irregularities, please contact your **Student-Services-Center**.
- The study registration can be printed after the reporting back (approx. one week after the transfer) through the QIS portal, or collected from the **Student-Services-Center**; the chip card can be validated at this time too.
- The student ID cards can be mailed to you when you have sent us an **addressed and stamped envelope**.
- **Changes of names** must be immediately notified at the **Student-Services-Center**.
- **Changes of addresses** can be entered through the QIS portal, or must be notified at the **Student-Services-Center**.
- Should you change your **health insurance scheme** during the semester the insurance certificate of the new health insurer must be presented to the **Student-Services-Center** at the time of the next reporting back at the latest.

Studierenden-Service-Center – contact reporting back

Bernburg:	Frau Krüger	Tel. 03471-3555222	ines.krüger@hs-anhalt.de
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