



Programme Change Request

Winter Semester 20 ____ / ____

Summer Semester 20 ____

Last name, first name:	Enrolment number
Phone number / E-mail address	I was awarded a <input type="checkbox"/> general higher education entrance qualification <input type="checkbox"/> subject-related higher education entrance qualification

Current programme(s) of study

Degree pursued:

	major/ main subject	semesters
	major/ minor/ teaching subject / combination	semesters
possibly additional program	major/ main subject	semesters
possibly additional program	major/ minor/ teaching subject / combination	semesters

I hereby request to be transferred to a **new** programme of study

Degree pursued:

	major/ main subject	semesters
	major/ minor/ teaching subject	semesters
	major	semesters

I hereby request to be enrolled in an **additional** programme of study

(Please enter your registration for an extension subject (teaching) here)

Degree pursued:

	major/ main subject	semesters
	major/ minor/ teaching subject	semesters
	major	semesters

I hereby request to be **removed** from a programme of study

Degree pursued:

	major/ main subject	semesters
	major/ minor/ teaching subject	semesters
	major	semesters

Documents to be included with the request:

- for applications via CAMPUSonline: all documents required in the application status
- for enrolling in order to improve your grades in the law programme: separate request form
- for a second programme, a certificate programme, doctoral studies, a teacher education programme after having earned a degree: A copy of the degree certificate from your first programme of study
- Doctoral students: Form for Enrolment for 2 or 8 Semester via BayDoc or WIN-UBT-Portal
- If you are being placed in an advanced semester: Credits recognized by the relevant Examinations Office (*Prüfungsamt*)
- If you are enrolling in a master's programme: overview of the achievement of credit points according to the examination regulations **and** admission letter or confirmation from the Examinations Office or finding of equivalence of the first degree by the Board of Examiners
- For programmes of study with an application process (aptitude assessment process, admission restricted: Notice of acceptance or admission letter
- To enrol in two programmes with restricted admission: A statement describing your particular interests relating to science, the arts, or your career
- When changing combination subjects in Bachelor's degree programs: Approval of the responsible examination office/examination board
- Approval of the Foreigners' Office/ Ausländeramt (international, non-EU students)

Important notice for international students: If you change to a different degree programme without the prior approval of the Foreigners' Office, you risk losing your residence permit! Please submit this approval of the change to the Student Administration Office/ Studierendenzentrale together with the Programme Change Request.

Voting rights (only relevant if enrolled in two programs in different faculties):

as before or in the Faculty of

Notice on registering with the Language Centre:

Following a programme change, the status of you language training will not be adjusted automatically. We therefore ask that you please send an e-mail to campusonline@helpdesk.sz.uni-bayreuth.de to inform us of your changed subject combination.

I have taken note of the further information, especially regarding the deadline (four weeks after the start of lecture period) as well as the particularities for the transfer to a Master's programme at <https://www.studierendenzentrale.uni-bayreuth.de/en/students/change-of-subject-combination/index.html>

Date _____ Signature _____

Comments provided by the Student Administration Office – please leave blank!

Eingabe CO ggf. RM-Sperre Anlagen in D3 ggf. Studienform Zweitstudium

ggf. Sonderaufgabe in Studierendenzentrale „positiv“ verbuchen

Wechsel TZ/VZ oder VZ/TZ: E-Mail an Studierende(n) wg. prüfungsrechtlicher FS
 E-Mail an Prüfungsamt (ggf. SPO-Version anpassen)

BA Geographie Teilzeit: nur ab Studienbeginn WS 16/17 möglich

BA Geoökologie-Umweltw. Teilzeit: nur bei SPO 0720

Bei Wechseln nach Bewerbungsverfahren in CO: Studienplatzannahme in BEW eintragen
 Einschreibungsvoraussetzungen auf erfüllt setzen

Nicht-EU-Ausländer: Genehmigung Ausländerbehörde

Datum _____ Handzeichen _____