



UNIVERSITY OF BREMEN

Office for Student Affairs

Information on applying for admittance as auditor [Nebenhörer(in)]

1. The University of Bremen can admit students of other Bremen universities as auditors. Provided this causes no hindrance to regular students of the University and attending the course(s) in question is deemed necessary or expedient for applicants' own study programs, they can attend lecture courses for a period of one semester. **Applicants have to provide grounds to explain why such attendance is deemed to be necessary or expedient.** Under certain substantiated circumstances, students belonging to universities outside of Bremen may also be admitted as auditors. Auditors are not matriculated as students of the University of Bremen, although they do have the same rights and responsibilities as the University's regular students.
2. Application forms for auditors [Nebenhörer] are available from the Office for Student Affairs. Applications must contain all relevant details of the courses the applicant wishes to attend.
3. Applicants must obtain a declaration of consent from the leaders of all the courses they wish to attend. If possible, this should be done in the week the course begins. Some Faculties of the University may also require approval by a further member of the Faculty. Applications must be submitted to the Office for Student Affairs together with respective declarations of consent. **Closing date for submitting applications in summer semester is April 30 and for winter semester October 31.**
4. Upon presenting completed applications accompanied by declaration(s) of consent, applicants will be issued with a written permission to attend the course(s) as auditors.



Closing dates:

Summer semester: 31.05.
Winter semester: 30.11.

Application to attend lecture courses as an auditor
in winter semester __ / __ summer semester __ / __

Excerpt from regulations governing matriculation at the University of Bremen (Art. 13 ImmaO).

Students of other universities in the federal state of Bremen can be permitted to attend certain lecture courses held during the semester as auditors, provided this causes no hindrance to regular students of the University and attending the course(s) in question is deemed to be necessary or expedient for applicants' own study programs. Under special substantiated circumstances, students of other universities may also apply for auditor status.

Applications must be accompanied by a certificate of matriculation from the university at which the student is registered as a regular student.

With respect to the course(s) they attend, auditors have the same rights and responsibilities as regular students of the University. They are not, however, matriculated as students of the University.

Name _____

First name _____ **female** **male**

Date of birth _____

Street _____

Zip Code _____

Town _____

Phone _____ **email** _____

I herewith apply for admittance as an auditor during abovementioned semester to the lecture course(s) listed overleaf.

I understand that admittance is valid for one semester only and that a new application must be submitted for any following semesters.

I have attached a Certificate of Matriculation from the university where I am matriculated.
I am also attaching reasons why attending the listed lecture course(s) is necessary or expedient for my university studies.

I hereby confirm that the above information is complete and true.

.....
Place, Date

.....
Signature

Further information concerning application for auditor status

University where student is matriculated as regular student _____

Enrolled on study program at this university _____

Reasons for applying for auditor status
(why attendance is necessary/expedient?)

Lecture courses the applicant wishes to attend:

	Course number [VAK] ¹⁾	University Faculty [FB] ²⁾	Course leader	Course title	Credit hours per week/semester [SW S] ³⁾
1.					
2.					
3.					

¹⁾ Listed in the University's Course Catalogue under the number; ²⁾ Faculty; ³⁾ Credit hours per week/semester

Confirmation pursuant to Art. 13 (3) of the Regulations governing matriculation [Immatrikulationsordnung]

I have no objection to applicant attending the course(s) listed below as an auditor

1. Course (see above)
Signature of course leader / for the Faculty

2. Course (see above)
Signature of course leader / for the Faculty

3. Course (see above)
Signature of course leader / for the Faculty