

APPLICATION FOR IMMEDIATE ADMISSION (DUE TO PERSONAL HARDSHIPS)

(In accordance with Section 10.1 of the Law on Admissions to Higher Education
in the Federal State of Berlin – BerlHZG)

<p>Declaration:</p> <p><input type="checkbox"/> I hereby apply for recognition of personal hardship. I confirm that I have read and understood the accompanying information about applying and important points regarding the medical specialist's report. I submit the following reason(s) and am attaching the supporting documents.</p>	<p>Application semester: <input type="text"/></p> <p>Application number: <input type="text"/></p> <p>First name: <input type="text"/></p> <p>Last name: <input type="text"/></p>
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Please note:

- This application is only valid in combination with an admissions application for **the first semester in a degree program** (submitted before the relevant deadline). Please upload the filled-out form in the online application.

REASONS: Check the box that applies and submit an individual report from a medical specialist with this application

Special health conditions or a disability that necessitate the applicant's immediate admission:

- 1. A health condition or disability that is expected to worsen, making it more likely to not be able to complete the degree program in the future (**individual report from a medical specialist**)
- 2. Limited career options due to a physical disability or illness, while the desired degree program would help to successfully join the professional world. A waiting period is unreasonable (**individual report from a medical specialist**)
- 3. Forced to stop a previous degree program or professional occupation due to illness or disability. A waiting period is unreasonable (**individual report from a medical specialist**)

Important information: The medical specialist's report must sufficiently comment on the individual criteria indicated here. The report should include information on the specific nature of the origin, severity, and course of the illness or disability, as well as a prognosis of the condition's future progression.

Special family situations, social conditions, or other circumstances:

- 4. My family situation/social conditions necessitate immediate admission (**relevant documents required as proof; see information sheet**)
- 5. Unreasonable change of location (**relevant documents required as proof; see information sheet**)
Please note: only valid in combination with another reason 1 to 4.
- 6. Early admission for the same degree program (**relevant documents required as proof; see information sheet**)

ADMISSIONS OFFICE

Ilthisstrasse 1
14195 Berlin

State: 01.12.2023

INFORMATION ON APPLYING FOR IMMEDIATE ADMISSION (DUE TO PERSONAL HARDSHIPS)

Any study placement that is granted as part of the quota for placements due to personal hardships is no longer available in the pool of other placements for other quota categories. Cases of personal hardship must be reviewed extremely carefully in order to prevent a violation of the right to equality under the law as enshrined in Germany's Basic Law in the event that the case is not actually substantiated by the circumstances.

An application for immediate admission is only possibly for students planning on starting their first semester of study in a program with restricted admissions and **who have received their education in Germany, are German citizens, or have equal status to that of Germans**. If the application for admission due to personal hardship is rejected, then students can still apply through the regular application process. Furnishing proof of a severe disability alone does not constitute sufficient evidence for hardship cases.

Requirements for the medical specialist's report

1. The medical specialist's report must sufficiently comment on the individual criteria mentioned in the application request;
2. It must be no more than one year old;
3. The report should include information on the origin, severity, and course of the illness or disability, as well as a prognosis of the condition's future progression;
4. The report should focus on the individual condition and its specific course and prognosis. It should not be a general description of the applicant's health;
5. The report should also be written in a way that is understandable to laypeople;
6. Additional supporting documents might include, for example, the applicant's disability identification card or the official notification from the public assistance office.

What are some factors that are generally grounds for immediate admission?

Special health conditions that necessitate the applicant's immediate admission **(to be documented by a complete, individual report from a medical specialist)**:

- A health condition or disability that is expected to worsen, making it more likely that the applicant will not be able to complete the degree program in the future.
- Limited career options due to a disability, while the desired degree program would help the applicant to successfully join the professional world.
- A disability that hinders any other feasible activity until the applicant has received a study placement.
- If the applicant had to stop their previous studies or professional occupation due to an illness and they have no way of spending the waiting period with some other productive activity.

Special social or family situations that necessitate immediate admission **(supporting documents required)**.

If the applicant is a resident of the region in which the university is located (Berlin and Brandenburg), and a health condition, family situation, or social circumstances prevent them from being able to study at another institution outside the State of Berlin, and the waiting period for the desired degree program is longer than four semesters **(supporting documents required)**.

The applicant was previously admitted to their first choice of degree program; however, due to reasons beyond their control (especially illness) they were not able to accept the study placement **(they must furnish proof of the reason why they could not enroll at the time and their original admission notice)**.

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What are some factors that are generally not accepted as grounds for immediate admission? (examples)

In the following examples, an application will generally be rejected unless other extenuating circumstances can be proven.

Unsubstantiated applications concerning special health conditions or disabilities:

- If the applicant is tied to a specific location due to home care and support for an existing condition.
- If the applicant had to stop their previous studies or professional occupation due to an illness, but the waiting period can be spent doing something else.
- Limited career options due to illness, but the waiting period can be spent doing something else.
- Desire to start a degree program as a means of compensating for mental illness.

Unsubstantiated applications concerning special social conditions or family situations:

- You are married or have a child/children or are an orphan/half-orphan.
- A family member is ill, severely disabled, unable to work, or reliant on a caretaker.
- You are of advanced age.
- You will surpass an important age limit if you don't start your studies soon; for example, the age limit for the preparatory phase of teacher training or to be appointed a civil servant (*Beamt*innen*).
- Limited financial support for studies.
- One or both parents are *Spätaussiedler*innen* (ethnic German immigrants), expellees, politically or ethnically persecuted persons, or refugees from former East Germany (GDR).
- If you stopped studying or working due to unemployment, poor job prospects, a lack of motivation or aptitude, or out of personal convictions/conscience; you started a degree program abroad but can't complete it there and therefore wish to do so here.
- It would take a lot to get a university entrance certificate through second-chance education.
- If you gave up a promising career in order to pursue second-chance education, and now you are worried that when you return to that career, your professional training and knowledge will be out of date due to rapid changes in the field.
- A connection through family relations to the place where you wish to study.
- Performing a voluntary service.

Unsubstantiated applications concerning early admission

- The applicant was previously admitted to their first choice of degree program; however, they did not enroll because their higher education entrance qualification was not valid.
- The applicant gave up their study placement because they couldn't find a place to live.