Division of Student Affairs and Teaching
Student Service Centre (SSZ)

Universität Konstanz

Last Update: May 2019

Information letter:
Your outstanding re-registration at the University of Konstanz (reminder letter)

With this information letter we would like to inform you about your **outstanding re-registration** for the proximate semester and explain the procedure what to do next and in what way.

Your re-registration at the University of Konstanz is right now not possible because of one or more of the following reasons, because you

- did not pay the re-registration fees (to the full amount or not enough) for the proximate semester,
- have a re-registration block for the proximate semester (even if you have paid all fees),
- have completed your studies with an examination or reached the end of your short-term studies,
- have irrevocably failed your final examination,
- did not complete your studies by the end of the 20th semester or earlier depending on your respective examination regulation.

It is possible for you to clear all obstacles concerning your re-registration until the deadline mentioned in the reminder letter.

If you do not resolve the obstacle(s), you will receive a second letter with your exmatriculation ex officio with effect to the end of the current semester.

More Information you can find on the following website:
https://www.uni-konstanz.de/en/study/while-you-study/formalities/re-registration-continuing-your-studies/

In case you want to leave the University anyway because you have already finished your studies (e.g. with a final degree until the semester end) or because of other reasons, you should submit an application for exmatriculation.

More Information you can find on the following website:
https://www.uni-konstanz.de/en/study/while-you-study/formalities/exmatriculation/

Sincerely,
Student Service Centre (SSZ)