

Admissions Office
IPU Berlin
Stromstr. 3
10555 Berlin

Application to Attend Lectures as a Guest Student at the IPU Berlin

(Please fill out legibly in block letters or on your computer.)

Application to attend lectures as a guest student for the

Summer Semester _____

Winter Semester ____/____

in the study course:

For the following lecture(s):

No.	Lecture Title (LT)	No. Of LT	Lecturer	Lecture Periods Per Week
1.				
2.				
3.				
4.				
5.				

Surname: _____ First name(s) _____

Date of birth: _____ Gender (f/m): _____

Gender (f/m): _____ Nationality: _____

Address: _____

Home university/study course: _____

Telephone: _____ Email: _____

Place, date

Applicant signature

Information on Attending Lectures as a Guest Student at the IPU Berlin
Extract from the General Admissions Regulations of the IPU Berlin dated 08.12.2010

§ 8
 Guest Students

1. (1) Persons who are not enrolled in a university/third level institute and who wish to attend individual lectures at the IPU can apply for and, following agreement of the head of the respective lecture, be registered as a guest student at the IPU. Please note that guest students are not members of the IPU.
2. (2) The application is to be made in writing to the Student Office no later than 4 weeks after the commencement of the lectures. The complete amount of lectures attended should as a rule not exceed 6 lecture periods per week. The registration as a guest student is valid for the respective semester and a certification is issued.
3. (3) Guest students may only attend lectures with limited numbers of study places provided no other students from the IPU as well as no students enrolled in other universities and wishing to attend the lectures are excluded.
4. (4) Study achievements will be certified with the information that they were provided as guest student achievements. Guest students are not permitted to take final examinations.
5. (5) Attending lectures at the IPU as a guest student is with costs. The Academic Senate of the IPU determines the amount of the attendance fee to be paid.

Costs:

The fee for attending lectures at the IPU Berlin as a guest student currently amounts to:

- 90,00 € pro SWS

Students enrolled with other universities and third level institutes in Berlin can attend the lectures at the IPU free of charge.

The decision on permitting students enrolled in other universities to attend lectures at the IPU is taken by the President following a hearing with the lecturer(s) selected for the lectures.

(Please leave blank)

Attendance at the following lectures has been approved

(No.):

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 Date

 Signature, Admissions Office