



Information on completion

De-registration will be at the end of the semester of the last examination. An earlier de-registration after passing the final examination is possible on application. The application can be made informally. Retrospective application is not possible.

Upon de-registration, the authorisation to travel with the semester ticket will expire and the Green Card must be returned to the Student Support Services Department & International Office.

-- The statutory health insurance fund will be informed by the university of the date of de-registration.

If you complete your studies at the end of the summer semester (31.08.) respectively of the winter semester (28.02.), kindly note that all examination must be completed by the end of the semester and all examination results, including the assessment of the final thesis and possibly the defence report, must be received by the Student Support Service Department & International Office at the latest by 15.09.(summer semester) respectively 15.03. (winter semester). If you are unable to comply with this deadline you must re-register for the following semester.

The final certificate and the document will be issued contemporary in the Student Support Service Department & International Office as soon as the assessments and possibly the grade of the defence of the Bachelor/Master's thesis are available, and if all other performances required under the examination regulations have been provided and assessed. During the lecture-free period, there may be delays as regards signature of the certificates and documents.

Before the certificate and degree are handed out, the control slip must be handed in at the Student Support Services Department & International Office. The form can be downloaded from the website and filled out with the personal data and sent to the Student Support Services Department & International Office by mail or by post. The Student Support Services Department & International Office department will circulate the control slip here at the HNEE. The certificate is then sent by post to the address stated on the control slip.

Please note the deadline for registration of your thesis, which is regulated in the Study and examination regulations applicable to you in conjunction with the respective General Study Programme and Examination Regulations. Please also note the [new regulations](#) after the RSPO 2022 comes into force.

A small note at the end: The Career Service provides assistance for Career entry. Find out more about the free offers (e. g. consultations and workshops) of the Career Service and take advantage of this opportunity, so that you succeed well the entry into working life.

Good luck on completing your degree!
Your Student Support Service Department & International Office