

To be submitted to the Infothek

HafenCity Universität Hamburg  
Student Service Center  
Henning-Voscherau-Platz 1  
20457 Hamburg  
Germany

## Application for admission as guest auditor

For the  winter semester 20   summer semester 20

Application deadline for summer and winter semester: First lecture day of the respective semester.

### Personal data

HCU Student number:  
(only if already available)

Surname\*

First Name\*

Birth name (if applicable)

Gender\*  female  male  divers

Date of birth\*

Place of birth\*

Country of birth\*

Citizenship\*

2<sup>nd</sup> Citizenship (if applicable)

### Contact details

Street and number\*

c/o

Postcode\*

Town\*

Country\*

Phone

Email\*

\* required fields

### Courses you wish to attend and approval of the lecturers

It is mandatory to ask the lecturers for their approval to attend the courses, the applicant needs to collect the signatures before handing in the application form. If a signature is missing it won't be possible able to attend that course. The courses can consist of several parts, therefore you need to specify which parts of the course you want to attend. For example when you want to attend the lecture and the seminar each lecture needs to give their approval. HCU students always come first so if the maximum number of participants is already reached it will not be possible to attend the course. That is why the final decision can only be made after the registration period for the lectures has ended.

It is not possible to attend first semester courses in the following study programs:

**Bachelor:** Architecture, Civil Engineering, Metropolitan Culture, Metropolitan Planning

**Master:** Architecture, Civil Engineering|Architectural Engineering, REAP, Urban Planning, Urban Design

The module numbers of these courses begin with "1" (e.g. Arch-B-101).

### Desired Courses:

	Course number and course title (if necessary group)	Type of course and date of first course date	Name of the lecture and signature
1			Date and Signature
2			Date and Signature
3			Date and Signature
4			Date and Signature
5			Date and Signature
6			Date and Signature

## Payment information on guest auditor fee

According to § 1 (2) in conjunction with Annex No. 8 of the fee regulations of the HCU, the participation in courses for guest auditors is chargeable (124,00 €).

Payee:	HCU Hamburg
Bank name:	Deutsche Bundesbank Hamburg
IBAN:	DE06 2000 0000 0020 0015 73
BIC:	MARKDEF1200
Reason of payment:	Gasthörergebühr, surname, first name

Proof of payment of the auditor fee needs to be submitted along with the application form.

## Information on the fee

The fee will be halved if you belong to any of the following group of people:

- High School Students
- Soldiers who do not receive wages (as long as taking part in the auditor program is not sponsored by the *Berufsförderungsdienst* of the *Bundeswehr*)
- *Zivildienstleistende* (as long as taking part in the auditor program is not sponsored according to regulations of the *Bundesamtes für den Zivildienst*)
- People who are unemployed as well as their spouses/life partners if they have no income
- (as long as taking part in the auditor program is not sponsored as an employment promotion measure)
- Welfare recipients and people equal to them (economically)

If any of the above applies to you please add proof. The fee then will be EURO 62,00.

## Necessary Documents

- Application for admission as guest auditor
- The lecturer's written consent
- Proof of payment of the fee for course attendance
- Copy of identity card (front and back side), if applicable certificate of registration

## Application Declaration

I assure that all information I have given is true and accurate and to the best of my knowledge and belief. I hereby confirm that I am currently not enrolled or registered at another university for the semester I apply to. I am aware that I'm not allowed to take any kind of examinations. I am aware that false information or an incomplete application form can lead to the rejection of the application.

**If you cross out paragraphs, the application for enrolment will not be accepted.**

**Please return all pages of the admission application form to the HCU.**

Information on the processing of your personal data can be found here:

[Data processing](#)

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City, Date

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Signature /  
Signature of parent or legal guardian if underage