



Otto-Friedrich-Universität Bamberg
Studierendenkanzlei
Kapuzinerstr. 25/Rückgebäude
96047 Bamberg

Re-enrolment application

(only for students who were previously enrolled at the University of Bamberg after 1990)
for the

2025/2026 winter semester

.....
Surname, given name(s) (all)

.....
past student registration no.

.....
Past degree programme

.....
de-registered on:

I hereby apply for enrolment in the following degree programme/subjects:

..... semester of study

..... semester of study

..... semester of study

Wiedereinschreibung



Have you enrolled at another university/institute of higher education since your prior enrolment at the University of Bamberg?

No ☐

Yes ☐

If yes, please complete:

From summer/winter semester ...

until summer/winter semester ... degree programme/subjects university/institute

.....

.....

Total number of semesters enrolled at a German university/institute of

higher education since your prior enrolment at the University of Bamberg:

.....

Number of semester(s) on leave:

.....

Which examinations have you taken at another university/institute of higher education so far?

Degree programme/subject university/institute passed on mark

.....

Address:

Street/house no. room no.

Postcode/city

Phone/mobile phone

Email

Citizenship

2nd citizenship (if applicable)

☐ I still have my student identity (ID) card (chipcard)

☐ I need a new student identity (ID) card (chipcard), the required passport photograph is enclosed.

.....

Date

.....

Your signature

User account and email address for official correspondence at the University of Bamberg

User account (BA-number and corresponding password)

The University of Bamberg provides you with a user account (BA-number and corresponding password) for study purposes. You will need this user account, among other things, to register for courses and exams, to access course materials, examination results and certificates, and to access the university network (WLAN and VPN).

When using university IT-systems, you must observe the *Nutzungsrichtlinien für Informationsverarbeitungssysteme der Universität Bamberg* (Acceptable Use Policy for University of Bamberg Information Systems) and the *Nutzungsregelungen für PC-Pools* (Acceptable Use Policy for Computer Labs). These are available via <https://www.uni-bamberg.de/its/verfahrensweisen/richtlinien/>.

You are the only person authorised to access your user account. It is especially important that you do not share your password with others.

When your right to use university systems expires, usually following your de-registration, all data stored in your assigned user account and all user rights will be deleted without further notice. You will be informed of this in due time via email.

Email

The university provides you with an email address. You must use this address for all study-related email communication with the university.

The university provides access to Microsoft Office 365 for your communication. In addition to an email account with 50 GB of mailbox storage space, Office 365 also includes

- a calendar, an address book, task management and group work functions,
- electronic communication functions via Instant Text, voice or video messaging,
- document editing and management functions,
- 1 terabyte of storage for online data (OneDrive),
- interfaces for synchronising all of your data on multiple devices (personal computer, laptop, smartphone, etc.).

The use of any other functions in addition to email is optional. In contrast to other cloud services or common social networks, Office 365 does not aim to use your personal data for marketing purposes. The university transmits only your name, email address and registration name (BA-number) to the Microsoft Corporation. More detailed information on the handling of personal data when using Office 365 is available via <https://www.uni-bamberg.de/its/dienstleistungen/mail/studium/m365/> and the linked internet pages of the Microsoft Corporation, particularly in the „Compliance“ section.

If you object to the use of Office 365, the university will provide you with another email solution without any additional functions.

☐ **I consent** to using Office 365 and the programme's additional functions.

☐ **I do not consent.**

You have the right to revoke your consent at any time.

.....
Place, date

.....
Your signature