



Hardship Application / Admission to 1st Semester of a Master's Programme

First and family name of applicant

Date of birth

Street, House number

Postcode, City

If you wish to invoke one or more of the following reasons, you must tick the respective box and justify the application in writing. You must enclose suitable documents as proof (see following pages for information on the applicable reasons).

- Special health-related circumstances
 - ☐ 1.1.
 - ☐ 1.2.
 - ☐ 1.3.
 - ☐ 1.4.
 - ☐ 1.5.
 - ☐ 1.6.
- 2. Financial distress
- 3. Special family-related circumstances
- 4. Late repatriation
- 5. Previous admission
- 6. Other circumstances

I enclose the following original documents or certified copies thereof:

- ☐ Written justification of the application
- ☐ Medical expert assessment



**Notes on a special application for the 1st semester of a Master's programme
Application for immediate admission as part of the quota for cases of exceptional hardship**

Heidelberg University reserves up to 5 percent of places for cases of exceptional hardship. Within this quota, approval of a hardship application after consideration of the general admission requirements (e.g. special BA final grades, aptitude test) leads directly to admission before all other applicants. Not every impairment, even if it is perceived as severe, justifies admission as a case of hardship. Rather, you must have such serious health, social and family reasons that you cannot be expected to wait even one semester for admission, even if particularly strict standards are applied. This means that you must be in a very exceptional situation. This application can therefore only be considered for a few people. The approval of a hardship application has far-reaching significance: study places filled by hardship cases are no longer available to those who could otherwise be admitted according to the general selection criteria. This makes a particularly critical examination of the reasons given and the evidence submitted necessary. A less strict assessment of hardship applications is unacceptable as lower standards would result in the approval of more hardship applications than study places available in this quota. Since the quota must not be exceeded, study places would have to be drawn by lot from the pool of approved hardship applications. This could not be tolerated in the interest of the genuinely serious hardship cases. Based on these reasons, only a few hardship applications are approved each semester. In the following exemplary cases, a hardship application can usually be granted. The guidelines also contain a compilation of examples that are generally not suitable for justifying a hardship application. Please enclose the documents mentioned in brackets in each case and, in addition, all supporting documents that are suitable to prove a reason for hardship. You can justify the application in more detail on a separate sheet.

1. Special health-related circumstances:

- 1.1 I suffer from an illness with a tendency to worsen, which will in all probability render me unable to endure the stresses and strains of studying in this degree programme in the future (medical expert assessment).
- 1.2 I am disabled due to illness; my professional rehabilitation can only be ensured by immediate admission to the degree programme as my disability makes a meaningful bridging of the waiting period impossible or unreasonably difficult compared to healthy applicants (medical expert assessment).
- 1.3 Due to physical disability, I am restricted to a narrow occupational field; the intended course of study gives reason to expect successful rehabilitation (medical expert assessment).
- 1.4 I have to give up my previous studies or profession for health reasons and it is therefore not possible for me to meaningfully bridge the waiting period (expert medical assessment).
- 1.5 I am physically disabled and, due to my disability, unable to perform any other reasonable activity until I have been allocated a place at university or having to wait for admission would be an unreasonable disadvantage compared to non-disabled applicants (expert medical assessment).
- 1.6 Due to illness, I am limited in my choice of profession or in the practice of my profession and therefore cannot bridge the waiting period in a meaningful way or am at an unreasonable disadvantage compared to healthy applicants (expert medical assessment).

Note on numbers 1.1- 1.6:

The expert medical assessment must adequately comment on the individual criteria mentioned in the respective number. The assessment should contain statements on cause, severity, progression, and treatment options as well as a prognosis about the further course of the illness. It should also be comprehensible to a medical layperson. A pass for the severely disabled / handicapped and an assessment notice from the pension office are suitable as additional evidence.



Unsuitable reasons for points 1.1 - 1.6:

- Being bound to a place due to the need for domestic care and assistance for an existing illness.
- Having to give up the previous studies or profession for health reasons; however, a bridging of the waiting period is possible and reasonable.
- Restriction in the choice of occupation due to illness; however, a bridging of the waiting period is possible and reasonable.

2 Financial distress

You are in particular financial distress; applicable only in conjunction with the circumstances described in sections 1 and/or 3 (please provide appropriate documentation as proof).

Unsuitable reasons for section 2:

- Neither the applicant nor his/her parents, spouse or other family members can finance the studies, or will no longer be able to finance the studies if the start of the studies is delayed further.
- The financing of studies is limited and it is no longer secured for the intended course of studies if admission is further delayed (e.g. due to a farm transfer agreement, inheritance contract, testament, payment of orphan's allowance, and pension payments from the Federal Armed Forces).
- An alternate course of study was begun and financed by loans, personal work income, study support from public funds, pension or similar income.
- The spouse is also still undergoing education/vocational training and the financial situation therefore requires an immediate start of studies in the applicant's own opinion.
- Applicant is widowed or divorced and wants to secure the future livelihood of dependent children through studies.
- Applicant wants to support or provide for parents suffering from financial difficulties or take care of his/her siblings as soon as possible.

3 Special family circumstances

Special family circumstances require my immediate admission (please provide appropriate documentation as proof).

Unsuitable reasons for section 3:

- Applicant is an orphan or half-orphan.
- Applicant is married.
- Applicant has one or more children.
- Parents or siblings are ill, severely disabled, in need of care or unable to work.
- Father or mother or both parents are late German repatriates, expellees, politically or racially persecuted persons or refugees from the former GDR.
- Applicant comes from a family with many children; all or almost all siblings are still in education.

4 Late repatriation

I am a late German repatriate and have already taken up a course of study in my country of origin which corresponds to the first selected course of study (official certificates of late repatriation; certificate from the university confirming that you have taken up a corresponding course of study in your country of origin).

5 Previous admission

In an earlier semester, I was granted admission to the degree programme selected in first place, but was unable to make use of it for compelling reasons beyond my control - in particular illness (please provide proof of the compelling reason that prevented enrolment and the earlier notification of admission).



Unsuitable reasons for section 5:

- Applicant had been admitted to the first selected degree programme in an earlier semester, but was not enrolled because the higher education entrance qualification was not valid or the applicant waived the place, e.g. for not being able to find accommodation.

6 Other circumstances

Other comparable exceptional social circumstances require my immediate admission (please provide appropriate documentation as proof).

Unsuitable reasons for section 6:

- Fear of disadvantages for one's future livelihood if applicant continues to wait.
- Withdrawal / resignation from previous studies or profession due to unemployment or poor job prospects.
- Withdrawal / resignation from previous studies or profession due to lack of motivation or aptitude.
- Withdrawal / resignation from previous studies or profession for reasons of conscience.
- Applicant is already of advanced age.
- Applicant will exceed an important age limit (e.g. for admission to the preparatory service or for appointment as a civil servant) if the start of studies is delayed further.
- Studies started abroad cannot be completed there and should therefore be continued here.
- Applicant incurred high expenses to acquire the higher education entrance qualification via second-chance education.
- Applicant has given up a promising profession in order to pursue a second-chance education and fears difficulties in returning to this profession because the knowledge has become outdated as a result of rapid development.

Legal basis

§ 6 section 4 p. 6 Higher Education Admissions Act, § 33 section 3 in conjunction with § 22 section 1 No. 1, p. 2, para 2, § 24 Higher Education Admissions Regulation

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