

An

Referat Prüfungen / Examination Office

IB 1 IB 2 IB 3 IB 4 IB 5

Lastname, Firstname

Student ID-Number

Street, Number

Telephone Number

Postal Code, City

Course of Study

I apply for (please mark with a cross):

- Academic Transcript (Benotete Bescheinigung) (Kostenart 54215)*
 - Bachelor
 - Master
 - Intermediate Examination (Diploma)
 - Final Examination (Diploma, Magister)
- Other Certificate for (sonstige Bescheinigung)(Kostenart 54218)*
- Copy / alternative Certificate of (Kostenart 54215 or 54218)***
- Copy / alternative Certificate (Ersatzausstellung) for a lost Examination Certificate (Zeugnis) (Kostenart 54216)**
 - Bachelor
 - Master
 - Intermediate Examination (Diploma)
 - Final Examination (Diploma, Magister)
- Copy / alternative Certificate (Ersatzausstellung) for a lost Degree Certificate (Urkunde) (Kostenart 54216)**
 - Bachelor
 - Master
 - Intermediate Examination (Diploma)
 - Final Examination (Diploma, Magister)

(Date / Signature)

Legal basis for levying fees is the Law on Administrative Charges (Verwaltungsgebührenordnung (VGebO) vom 24. November 2009 (GVBl. S. 707, ber. S. 894) zuletzt geändert durch § 5 Abs. 2 Berufsqualifikationsprüfungsgebührenverordnung vom 15. April 2014 (GVBl. S. 101)).

Fees can be paid to the cashier of TU Berlin – main building, 2nd floor, room H 2106 – or transferred to the bank account of TU Berlin (As reference please state the Kostenart, Student ID-Number, Name and Course of Study. Please attach the deposit slip / receipt to this application).

Bank account of TU Berlin: www.tu-berlin.de/?6327

Fees:

*) 10,23€ per page (A4)

**) 12,27€ per page (A4)

***) 4,60€ per page (A4)