

Semester of leave during study abroad or internship abroad

Students who study abroad for one or more semesters can apply at the University's Student Secretariat for a leave of absence for the period of their stay abroad. This also applies if you are completing a qualifying internship abroad. For the leave of absence due to the semester abroad, you need as proof either the admission of the foreign university or a certificate from the International Office that you are participating in an exchange program of the department. We will be happy to issue the certificate for you.

Since you retain your student status during the leave of absence, the leave of absence does not exempt you from paying the semester fee. A leave of absence can only be applied for on a semester-by-semester basis, i.e. you cannot apply for a leave of absence for two semesters at this point, but you may apply for a new leave of absence with the respective re-registration. As a rule, no (domestic) BAföG will be paid during a semester of leave of absence and, depending on the reason for the leave of absence, no child allowance may be paid. Please enquire about this matter with the relevant offices. A retroactive leave of absence for a completed semester is excluded.

Please note that a leave of absence usually excludes the acquisition of credits or the taking of examinations in Frankfurt. It is possible to retake failed examinations during the leave of absence, provided that a retake is provided for in the examination regulations. Nevertheless, you can take examinations abroad and have them recognized - provided that the necessary requirements are met. In principle, semesters of leave do not count as semesters of study, but in the course of recognition of examination achievements that you have completed during a semester of leave abroad, your semester of study will be upgraded by the number of semesters in which you have completed examination achievements abroad during a leave of absence.

If you were not on leave of absence during your studies abroad, you will not be upgraded after recognition of examination achievements, as the subject semesters continued to be counted in the regular way. This is because for the semester upgrade in the case of leave of absence, the rule applies that from the first performance achieved and recognized in the semester abroad, you are upgraded by the number of semesters of leave taken for this purpose. In the case of a stay abroad of two semesters, during which work is completed and recognized in both semesters, the semester will be upgraded by two semesters.

Deadlines for applying for a semester off:

30.04. for a summer semester, **31.10.** for a winter semester (in case of illness also possible during the semester if you are unable to study for 6 weeks during the lecture period). Please check these deadlines in each case currently and inform yourself additionally at the following place:

SSC Student Secretariat
Theodor-W.-Adorno-Platz 6
Building: PEG Building, 1st floor
E-mail: sli@uni-frankfurt.de

Contact at: <https://www.uni-frankfurt.de/94957480>

For information on the internet and the form for leave of absence see: : <https://www.uni-frankfurt.de/94430432/Beurlaubung>