

Mannheim, [date]

Reminder - Final Notice

Dear Mr./Ms.

As of the spring semester 2014, you are obliged to pay a fee of [sum] euros per semester for the Student Body Representative Committee (AStA fee) according to section 2 of the general fee regulations of the University of Mannheim's Student Body Representative Committee of [date].

You were informed about this in a letter from the Student Body Representative Committee (AStA) of the University of Mannheim on [date].

We have not yet received your payment or received only part of the payment.

You now have the last chance to pay the AStA fee of [sum] euros for the spring semester 2014 by [date]. If the University of Mannheim does not receive your payment by [date], we are obliged to disenroll you according to section 62 subsection 2(3) of the Act on Higher Education of the Land of Baden-Württemberg.

Please note that even if you plan to finish your studies during the spring semester 2014 and want to disenroll, you are still obliged to pay the fee. If we receive an incomplete payment, or no payment at all, the University of Mannheim will not be able to issue a confirmation of disenrollment, degree certificates or confirmations on coursework according to section 62 subsection 5 of the Act on Higher Education of the Land of Baden-Württemberg.

If you have any questions, please do not hesitate to call [number] or contact the Express Service of the Student Services in [address].

Kind regards,

Head of Division II

This document was issued electronically and is valid without seal and signature.

ONLY THE GERMAN VERSION OF THIS FINAL NOTICE IS LEGALLY BINDING. THE ENGLISH VERSION IS SOLELY PROVIDED FOR INFORMATION PURPOSES.

Bank Details:

[Bank]
Bank code (BLZ): [...] ·
Account-No.: [...] ·
BIC: [...] ·
IBAN: [...]