

Official Announcement

No. 47

Published at Karlsruhe on November 27, 2024

Fourth Amendment to the Admission and Enrollment Regulations of Karlsruhe Institute of Technology (KIT)

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Fourth Amendment to the Admission and Enrollment Regulations of

Karlsruhe Institute of Technology (KIT)

of November 27, 2024

Pursuant to Art. 10, par. 2, No. 5 and Art. 20, par. 2 of the Act on Karlsruhe Institute of Technology (KIT Act – KITG) of July 14, 2009 (Bulletin, pp. 317), last amended by Art. 2 of the Act on the Amendment of the Act of Baden-Württemberg on University Hospitals and Other Acts (Gesetz zur Änderung des Universitätsklinik-Gesetzes und anderer Gesetze) of November 15, 2022 (Bulletin, p. 585) and Art. 63, par. 2 of the Act of Baden-Württemberg on Universities and Colleges (Landeshochschulgesetz, LHG) of January 1, 2005 (Bulletin, pp. 1), last amended by Art. 8 of the Act on Adoption of the Climate Protection and Climate Change Adaptation Act and on Inclusion of Climate Protection Matters in Other Legal Regulations (Gesetz zum Erlass eines Klimaschutz- und Klimawandelanpassungsgesetzes und zur Verankerung des Klimabelangs in weiteren Vorschriften) of February 7, 2023 (Bulletin, pp.26,43), the KIT Senate on November 18, 2024 adopted the following Statutes:

Article 1

The Admission and Enrollment Regulations of Karlsruhe Institute of Technology (KIT) of October 22, 2021 (Official Announcement of KIT No. 65 of October 22, 2021), last amended by the Statutes of February 27, 2024 (Official Announcement of KIT No. 10 of February 24, 2024), are amended as follows:

Article 14 is amended as follows:

“Article 14 Leave of Absence

- (1) Requests of leaves of absence are subject to Art. 61 LHG. Leaves must be applied for using the form provided by KIT. The reasons for requesting the leave must be given in the request, with the documents justifying the request being enclosed. If required by KIT, additional documents confirming the reason must be submitted after the leave.
- (2) A leave may be granted for an important reason. An important reason in particular may be the fact that students
 1. are unable to attend courses due to illness and that illness prevents them from producing the expected study and examination results,
 2. want to take a) maternity leave according to Art. 3, par. 1 and Art. 6, par. 1 of the Maternity Protection Act (Mutterschutzgesetz) or b) parental leave as specified in Art. 15, pars. 1 to 3 of the Parental Benefit and Parental Leave Act (Bundeselterngeld- und Elternzeitgesetz),

3. care for a close relative according to Art. 7, par. 3 of the Home Care Leave Act (Pflegezeitgesetz), who is in need of care according to Arts. 14 and 15 of the 11th Volume of the Social Code,
 4. start a voluntary military or civilian service or a voluntary youth service,
 5. pass a voluntary internship that serves the goal of the studies, but is not required by studies and examination regulations and not considered in the regular study period,
 6. pass a stay abroad outside of agreements on double-degree programs, joint programs on the state, federal, and international levels, or university agreements,
 7. develop and advance innovative products and/or services in technology-based and/or knowledge-based startup projects serving the goal of the studies (establishment of startups), e.g. on the basis of funds granted under the EXIST programs of the Federal Ministry for Economic Affairs and Energy (www.exist.de).
- (3) In principle, the leave must be applied for prior to the start of the lecturing period or later immediately when the reason occurs. As a rule, retroactive leave is impossible, if the student has passed an exam in the respective semester. Leaves for past semesters and leaves for reasons occurring after the end of the lecturing period as well as leaves applied for after the end of the lecturing period are not permitted.
 - (4) As a rule, the maximum duration of the leave should not exceed two semesters. This does not apply to times of leave as specified in par. 2, Nos. 2 and 3.
 - (5) The leave will be indicated in the study certificate and will be effective for the complete semester. In case the reasons continue to be effective for more than one semester, a new application for a leave and a new proof of the respective reason must be submitted.
 - (6) Leaves of students in the first semester are permitted in undergraduate programs and in advanced master's programs as well as in cases of Articles 18 and 20 for the reasons given in paragraph 2, Nos. 1 to 3 only or only if refusal would result in an unacceptable special hardship.
 - (7) Students on leave take part in the self-administration of the university.
 - (8) Students on leave are entitled to attending examinations at KIT. Exceptions are the bachelor's, master's, or other graduation theses, as well as examinations passed parallel to the studies during the semester, which are associated with the repeated use of resources due to their type and duration; students on leave are not entitled to attend courses of KIT and to use university facilities, except for the facilities specified in Article 28 LHG; students on leave are not entitled to pass coursework at KIT during their leave. The provisions specified in clause 1, 2nd part and clause 2 do not apply to students taking maternity leaves as specified in the Maternity Protection Act (Mutterschutzgesetz, MuSchuG), as amended, or parental leave as outlined in the Parental Benefit and Parental Leave Act (Bundeselterngeld- und Elternzeitgesetz, BEEG) or students caring

for a close relative according to Article 7, par. 3 of the Home Care Leave Act (Pflegezeitgesetz), who is in need of care according to Articles 14 and 15 of the 11th volume of the Social Code.

(9) Leave semesters are counted as university semesters, but will not be considered when calculating the semesters studied.

Article 2 Permit of Announcement

KIT is allowed to publish in KIT's Official Announcements the wording of the Admission and Enrollment Regulations of Karlsruhe Institute of Technology (KIT) in the version valid as of the entry into force of the present Statutes.

Article 3

This Amendment enters into force on the day after publication in the Official Announcements of KIT.

Karlsruhe, November 27, 2024

Signed, Professor Dr. Jan S. Hesthaven

(President of KIT)