Information for the parents

Dear parents,

Your underage child has limited legal capacity according to § 106 of the German Civil Code; therefore, for a declaration of intent as a result of which a minor does not receive only a legal benefit, a minor requires the consent of his legal representative according § 107 of the German Civil Code.

Upon enrolment your child will become a member of the Brandenburg University of Technology Cottbus-Senftenberg (§ 58 Paragraph 1 Brandenburg University Law from 18th December 2008, Law and Ordinance Gazette Part 1 Page 318 in the respectively valid edition). The role of a member comes not only with rights but also responsibilities.

In order to avoid the necessity of you, as the legal representative of your child, providing consent to every individual activity and responsibility associated with being a student, the issuance of a general consent is required. You will find an official form with a general letter of consent attached. The signed letter of consent and photo copies of each legal guardian's official personal identification should be submitted along with your child's application documents.

Consent applies to all study-related activities and responsibilities, personal responsibility to perceive all rights and duties that come with being a member of the university and dealing with the associated legal transactions as well as actions similar to legal transactions, insofar as they are in direct or consequential connection to taking up and caring out studies or concern membership in the university.

Particularly included in this are:
- applying to the university
- enrolment
- the responsibility to pay the semester fee and other fees
- registration and participation in lectures for the study programme as well as possible laboratories
- participation in internships
- registration for examinations
- submitting applications for extensions of examination deadlines
- access to examination records
- filing objections to decisions
- changing study programmes
- participation in external events and field trips
- use of the Information, Communication and Media Centre (IKMZ)
Letter of Consent

from the legal guardian(s) for an underage applicant
to enrol at the BTU Cottbus-Senftenberg

- using IT services
- terms of use for the central account server (valid for all computer systems in the university computer network)
- exercising the right to vote
- participation in voluntary university activities, in particular participation in sport courses or student government
- being removed from the register of students

With this consent form you accept that all communication from the university will be directly sent to your child.

As to use of the Information, Communication and Media Centre and the IT services of the university, we inform you explicitly of the following: Your child has the opportunity to use the Information, Communication and Media Centre as well as the IT services of the BTU Cottbus-Senftenberg.

Upon enrolment and submission of the letter of consent your child will receive user rights for the Information, Communication and Media Centre and IT services including internet access. Internet access is unrestricted. The BTU Cottbus-Senftenberg does not maintain any staff or technical precautionary measures to protect minors. With this consent you recognize that the obligation to supervise your child still rests in your hands and not in the hands of the university, its members, affiliates or staff.

Your child will be protected by statutory accident insurance when participating as a student in activities organized by the BTU Cottbus-Senftenberg that fall under the university’s scope of responsibility.

Some of your child’s personal information will be collected and saved by the BTU Cottbus-Senftenberg in order to fulfil its duties according to legal regulations.
Letter of Consent

from the legal guardian(s) for an underage applicant
to enrol at the BTU Cottbus-Senftenberg

I/we have been made aware of the information for the parents. I, as an individual legal
representative / We, as legal representatives consent

<table>
<thead>
<tr>
<th>Family name, Given name and Address of the mother:</th>
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<tr>
<td>Family name, Given name and Address of the father:</td>
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that my/our daughter/son

<table>
<thead>
<tr>
<th>Family name:</th>
<th>Given name:</th>
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<tbody>
<tr>
<td>Date of birth:</td>
<td>Location of birth:</td>
</tr>
<tr>
<td>Street:</td>
<td>House number:</td>
</tr>
<tr>
<td>Postal code:</td>
<td>City:</td>
</tr>
</tbody>
</table>

in the Winter/Summer Semester 20___________ for the study programme

| Name of the study programme: |

applies and in the case of being admitted, enrolls. Consent applies to all study-related
activities and responsibilities, personal responsibility to perceive all rights and duties that
come with being a member of the university and dealing with the associated legal
transactions as well as actions similar to legal transactions, insofar as they are in direct or
consequential connection to taking up and caring out studies or concern membership in the
university. This consent also explicitly includes personal responsibility for participation in
voluntary university offerings and events, in particular participation in sport courses or
student government events (general consent).

With this consent form I/we accept that all communication from the university will be directly
sent to my/our child.

Concerning use of the Information, Communication and Media Centre and the IT services of
the university, I/we recognize the following: my/our child has the opportunity to use the
Information, Communication and Media Centre as well as the IT services of the BTU
Cottbus-Senftenberg. Upon enrolment and submission of the letter of consent my/our child
will receive user rights for the Information, Communication and Media Centre and IT services.
Letter of Consent

from the legal guardian(s) for an underage applicant
to enrol at the BTU Cottbus-Senftenberg

including internet access. Internet access is unrestricted. The BTU Cottbus-Senftenberg
does not maintain any staff or technical precautionary measures to protect minors.
With this consent I/we recognize that the obligation to supervise my/our child still rests in
my/our hands and not in the hands of the university, its members, affiliates or staff.

A photo copy of each legal guardian’s official personal identification is being
submitted with this letter of consent.

(City, Date, Signature of a legal guardian as a legal representative)

(City, Date, Signature of a legal guardian as a legal representative)