



Studentenwerk Stuttgart  
Hochschuldienstleister  
Wohnen  
Postfach 15 01 51  
  
70075 Stuttgart

**Wohnen**

Rosenbergstraße 18 | 70174 Stuttgart  
Postfach 15 01 51 | 70075 Stuttgart  
www.studentenwerk-stuttgart.de

Telefax: 0711/95 74-450

E-Mail: wohnen@sws-internet.de

**Application form**

for the allocation of a place in a student hostel.

**1. Personal details**

female  male

**2. Details of the hostel**

..... Surname	..... Desired moving in date
..... First name	..... Desired length of occupation
..... Home address – house/street	..... Preferred hostel (by name)
..... postcode, town/city	..... Have you lived in a student hostel before?
..... Telephone	..... If yes, in which one/where?
..... Term-time address – house/street	..... For how long?
..... Postcode, town/city	..... The study is being financed by subsidy by: parents/spouse/other person – or own earnings/sponsorship/grant
..... Telephone	..... <b>Please underline the appropriate</b>
..... E-mail	
..... Date of birth	..... Do you already have a degree? <input type="checkbox"/> yes <input type="checkbox"/> no
..... Nationality	
..... Identity card/passport number	..... <b>Please immediately report address modifications.</b>



Fix your photo please



**3. Details of course of study**

.....  
College/university

.....  
Subject

.....  
Registration number

.....  
Study terms

Please enclose the following certificates

- copy of the certificate supplied under the federal law promoting education or the articles of apprenticeship – informal confirmation from the person(s) financing (such as parents) is necessary in the case of other financial support.
- Copy of identify card, certificate of matriculation, and passport photograph
- Two addressed and stamped envelopes must be attached to the application form

Immediate notice to quit the accommodation will be given should it turn out that the application was accepted on the basis of untrue facts.

I agree that whatever personal details about me are required in the context of any possible tenancy will be saved and processed by means of EDP.

.....  
Place, date

.....  
Signature of applicant



STUDENTENWERK  
STUTT GART

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## Direct debit authorisation for collection of amounts due

I/we hereby give revocable authorisation for you to collect rent to be paid by me/us and other demands when they fall due (on the third day of each month) by direct debiting of my/our account.

### 1. Details of applicant

### 2. Bank

### 3. Details of account holder

(if applicant is not bank account holder)

.....  
Name

.....  
Bank name & location

.....  
Name

.....  
First name

.....  
Bank code

.....  
First name

.....  
Home address: house/street

.....  
Account number

.....  
House/street

.....  
Postcode, town/city

.....  
Postcode, town/city

.....  
Telephone

.....  
Term-time address: house/street

.....  
Postcode, town/city

.....  
Telephone

If my/our account does not have sufficient funds in it, the bank operating the account is under no obligation to make the payment. All costs arising from such situations are for my/our account. **Please only give details of bank, giro or postal cheque accounts, and not of savings bank accounts.**

.....  
Place, date

.....  
Signature of account holder



## Notes on filling out the application form

Dear Applicant,

You may apply to us for a room at this point, even if you have not yet matriculated. This is recommended, in any case, because of the long waiting times. Should you in the end not need the room, then please just withdraw the application by telephoning or writing to us accordingly.

There are two fields for **addresses** in the column headed „Personal details“. The home address must always be filled in. If you already have a second residential address, please detail this also without fail so that post sent by us reaches you as swiftly as possible.

You may submit later, at any time, any information/documents that you do not have to hand when filling out the form.

Against „**preferred hostel**“ please enter only the name of **one** hostel, as multiple requests are not possible. You have the opportunity to choose one hostel for yourself.

All rooms are furnished\*), each residential unit being equipped with a kitchenette, shower and WC. In corridor accommodation kitchen units, showers and WCs are, likewise, provided for each storey concerned. You have to bring your own bedding and crockery.

\*) except for the accommodation in the small hostel building Bauhäusle in Vaihingen and the Anna-Herriegel building in Stuttgart

In the „study terms“ space we ask in which term of study you are now, for instance if you have just begun your studies it would be „Semester 1“.

Please, in any case, give bank details right away. It adds considerably to our work if we have to ask for these facts at a later stage.

The envelopes to be sent back with your application will be used for confirmation of the application and for the letter confirming the direct debit arrangement (**in each case one sheet of paper**). Simple DIN A 6 envelopes or small window envelopes will therefore suffice.

### Residential accommodation department

Studentenwerk Stuttgart