

# Contact

## German doctoral candidates please contact:

Studierendensekretariat  
Service Center Studium  
Sedanstr. 6  
79098 Freiburg

[Website](#)

## International doctoral candidates please contact:

International Admissions and Services  
Service Center Studium  
Sedanstr. 6  
79098 Freiburg

[Website](#)

## The registration form can be downloaded from the IGA website.

[www.frs.uni-freiburg.de/en/go-en/registration](http://www.frs.uni-freiburg.de/en/go-en/registration)

## In case of general queries regarding matriculation or registration please contact:

Dr. Tina Lampe  
Freiburg Research Services (FRS)  
International Graduate Academy  
Friedrichstraße 41-43  
D-79098 Freiburg  
Tel.: +49 (0)761 203-6817  
tina.lampe@frs.uni-freiburg.de

[www.frs.uni-freiburg.de/de/abteilungen/iga](http://www.frs.uni-freiburg.de/de/abteilungen/iga)

Albert-Ludwigs-Universität Freiburg

Albert-Ludwigs-Universität Freiburg  
Freiburg Research Services  
Fahnenbergplatz  
D-79085 Freiburg  
[www.frs.uni-freiburg.de](http://www.frs.uni-freiburg.de)

# Matriculation and Registration for Doctoral Candidates



UNI  
FREIBURG





## Matriculation versus Registration?

Enrollment is compulsory for all doctoral candidates that were accepted as candidates at the University of Freiburg after March 30th 2018 (see § 38 Absatz 5, Satz 1, erster Halbsatz des Landeshochschulgesetzes [LHG]).

Doctoral candidates whose main occupation is at the University of Freiburg (employment contract for at least half of a full-time position) can be exempt from compulsory enrollment.

All doctoral candidates that have already been accepted as a doctoral candidate before March 30th 2018 are entitled to enrollment, but are not obligated to do so. Doctoral candidates that do not enroll must however register. In order to register and to matriculate, you will need to obtain acceptance as a doctoral candidate at your faculty. Please inform yourself regarding the specific admission procedure to doctoral studies on your faculty's website.

In the following, the main differences between matriculation and registration are outlined and the respective documents you need to submit are listed.

## Matriculation

**Costs: 155 Euro per semester**

Status as a student, right to vote

Semester ticket, access to University's dormitories, discounts (e.g. cafeteria)

Liability and personal accident insurance

Authorization to use IT services, eligibility to participate in the qualification program of the International Graduate Academy (IGA)

Which documents do I need?

- Certificate of acceptance as a doctoral candidate at your faculty
- Application for matriculation
- Copies of your university diplomas
- Certificate of your health insurance
- Passport photo
- if necessary, passport incl. visa/residence permit
- if necessary, certificate of exmatriculation

## Registration

**No costs or fees**

No student status at the University

No discounts

No insurance

Authorization to use IT services, eligibility to participate in the qualification program of the International Graduate Academy (IGA)

Which documents do I need?

- Certificate of acceptance as a doctoral candidate at your faculty
- Application for registration
- a copy of your current working contract

Please note that a registration is not necessary if you are already matriculated at the University of Freiburg.