


As of July 1, 2025:

**KIT**
Karlsruhe Institute of Technology

Campus Management for Students

Term Summer 2025 Study Prog. Mechanical Engineering Bachelor 2016 Search All objects Enter search term...

Homepage
Requests
Notices Inbox
Certificates
Re-Registration
Study Program Structure
Personal Information
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FAQ

Welcome to the Campus Management Portal at KIT

Hello Student, [Log Out](#)

The Campus Management Portal offers KIT students various self-services in the field of student administration.

- NEW: submit [requests](#) online for leave of absence, disenrollment and refund of fees
- NEW: retrieval of [notices](#) for re-registration, leave of absence and disenrollment
- download of [certificates](#) (e.g. certificate of enrollment, KVV certificate, excerpt of grades)
- [re-registration](#) into the following semester via bank transfer or direct debit
- [study program structure](#) and content for particular study programs as well as their modules and partial achievements
- modification of [personal information](#)
- registration for and deregistration from [examinations](#)
- search for [events](#) and creating a personal timetable

Further information on the use of the portal as well as frequently asked questions and the respective contact person can be found in the [FAQ](#).

Photo: KIT, Gabi Zachmann

Online Requests and Notices Inbox

The KIT Campus Management Portal offers now a [notices inbox](#) as well as the possibility for [online requests](#) for leave of absence and disenrollment.

From now on, all notices will only be made available digitally via the notices inbox – **they will no longer be sent by ordinary mail!** A notification about new notices will be sent by email to your student.kit.edu address, after four days the notice will be deemed to have been delivered.

Further information can be found in the [Student Services circular](#).

Your opinion matters!

The survey on the Organization of Studies and Examinations at KIT is currently running. With your participation in the survey, you can influence the further development of the study programs and give direct feedback to KIT. Further information as well as the link to participate were sent via e-mail to your @student.kit.edu address.

Quick Start

- Course Catalog
- Extended Search for Events
- Event Favorites
- Timetable
- Examination Registration
- Payment and Re-Registration
- Locks
- Study Certificates
- Grade Table
- Verification of Certificates

New at KIT?

Information and programs for the starting period of your studies can be found [here](#).

E-Learning


The KIT provides various e-learning services for you:

- ILIAS learning platform
- Lecture Translator
- KITopen Media Portal of the KIT Library
- KIT on iTunes U
- KIT Lehre und Wissen (YouTube)

Further information are provided by the [Center for Technology-Enhanced Learning \(ZML\)](#).

KIT Account

You can change settings for your KIT account in the [Self-Service Portal](#) of the SCC:


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Requests

**Disenrollment**


If you do not want to continue your studies for specific reasons, you can de-register here. If you have already been exmatriculated ex officio, you may access the discharge procedure here.

**Refund of fees**

Request a refund of overpaid fees here.


**Leave of absence**

If you are not able to continue your studies due to an important reason, you can request a semester for leave of absence here.

**Changes to Personal Data**

If your personal data has changed, please let us know here.

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Disenrollment

Information


If you wish to de-register on your own, please use the request for disenrollment. A disenrollment can be requested for the current date or for the end of the current semester, but not backdated.


After verification and approval of your request, the de-registration will be performed and is then effective. Afterwards, you will receive your disenrollment statement.

You may start the discharge procedure via the request for disenrollment.

Proper deregistration is only possible if you have received the necessary discharge notes from the relevant authorities for your degree program. You can access the form for obtaining the discharge notes here: https://www.sle.kit.edu/dokumente/studserv/Entlastungsvermerke_Formblatt_engl.pdf

Requests

 **Create new request**
You wish to make a request and submit it to the Students Office.



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Disenrollment

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Enter and edit your request

All fields marked with an asterisk (*) are required. Some input fields are optional.

Select reason for request


* Reason for request

Disenrollment due to conscription for military or civilian serviceDisenrollment due to other reasonsDisenrollment due to change of universityDisenrollment due to final termination of studiesDisenrollment termination of studies after examinationDisenrollment due to interruption of studies

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Help

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Hints

Article 62 (5) of the Act of Baden-Württemberg on Universities and Colleges (LHG): Students must have paid all fees and charges in connection with their studies. Only then can they be issued notifications of exmatriculation and awarded the examination certificate. Exmatriculation as of a date other than that of the end of the semester requires an important reason. For proof, you may upload your employment contract / plane or train ticket / application for an extension of your visa for seeking work / application for unemployment or an appointment with the Labor Agency / communication with your health insurance company / acceptance as a doctoral candidate. Proper deregistration is only possible if you have received the necessary discharge notes from the relevant authorities for your degree program. You can access the form for obtaining the discharge notes here: https://www.sle.kit.edu/dokumente/studserv/Entlastungsvermerke_Formblatt_engl.pdf

All fields marked with an asterisk (*) are required. Some input fields provide an info icon to display additional information.

Reason

Reason for request

Disenrollment due to other reasons

Enter data

Please specify semester and date on which you would like your disenrollment to become effective.

* Disenrollment period

summer term 2025

* Disenrollment date

09/30/2025

Attach verification documents

Please upload the required verifications/documents.

* Form for discharge acknowledgements

Choose file (click here or drop in here, max 3 file or files)

Proof of deregistration if the date of deregistration differs from the end of the semester.

Choose file (click here or drop in here)

Comment for Request

Here you can store information that is important for the request and the university.

Comment

Important information. Please read carefully and confirm!

I have read the [privacy policy](#) and assure that I will no longer use the printed enrollment certificates. I have informed institutions to which I have submitted my enrollment certificates about my exmatriculation. I am aware of the fact that KIT is obliged to cooperate in investigation proceedings and to provide information about my student status in case of the suspected misuse.


☐
I hereby confirm that the information I provided is correct

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Save request temporarily

Submit request

After approval by SLE:



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Requested Reports / Reports

Requested Reports

Common reports (1)

There are 1 unread reports available for you.