



**DECLARATION OF LOSS – APPLICATION FOR A REPLACEMENT**

\_\_\_\_\_  
Matriculation Number, Course of Study

\_\_\_\_\_  
Family Name, First Name

\_\_\_\_\_  
Address

\_\_\_\_\_  
Telephone Number / E-Mail (optional)

I hereby declare the loss of the following document and kindly ask for the issuing of a replacement at my expense (please mark where appropriate):

- Diplom Final Grade Report     Bachelor’s Final Grade Report     Master’s Final Grade Report
- Diplom Certificate                       Bachelor’s Certificate                       Master’s Certificate
- Diplom Intermediate

The fee per document is 25,00 Euro.

The fee in the amount of \_\_\_\_\_ Euro, under indication of matriculation number and the comment “Ersatzausfertigung”, will be transferred to the following account at the Baden-Württembergischen Bank Stuttgart: IBAN: DE51 6005 0101 7871 5216 87, SWIFT/BIC: SOLADEST600.

The delivery of the replacement document at the address stated above will follow after payment of the respective fee (please enclose proof).

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature Applicant

<b>Processing Comments Replacement:</b>	<b>Processing Comments Fees:</b>
Application <u>with</u> proof of payment received on:	Acceptance request created on:
Replacement created on:	HUL completed on:
Replacement sent on:	Acceptance request sent on:
Editor:	Editor:

