

Refunding of training costs for courses offered by Regional Computing Center Erlangen (RRZE)

The courses for students of CBI, LSE, CEN, CEP and ET are free of charge because they can be funded by means of student allowances (in German „Studienzuschussmittel“).

They include:

- Computer courses at RRZE (e.g. Excel, Word, LaTeX, LabView)
- Language courses (only upon prior approval)
- Other courses, which are accesible via the RRZE- training website

Please register for courses at: www.rrze.fau.de → **Ausbildung & Schulung** → Kursangebot

A course fee must be paid. The department CBI will refund the course fee after attendance of the course.

Procedure for refund:

Hand in the following documents:

- Proof of payment (e.g. bank transfer or receipt issued by RRZE)
- Confirmation of participation
- Current certificate of matriculation
- Information regarding your bank account on the form sheet:

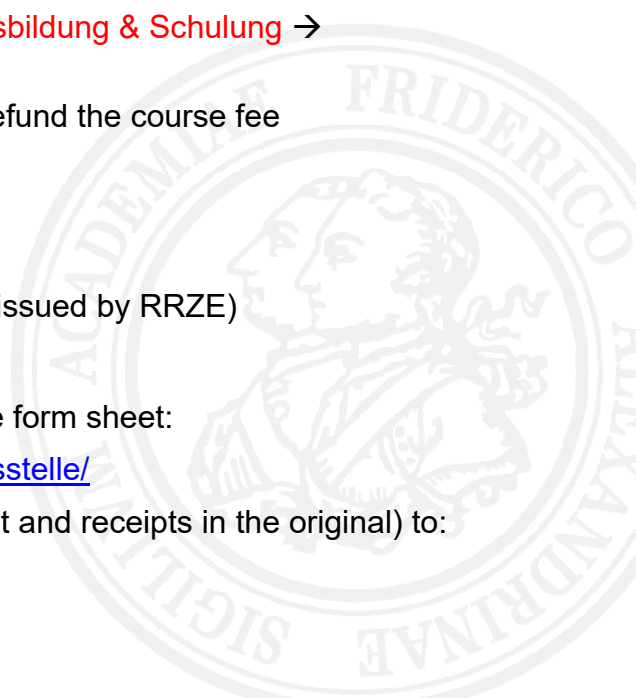
<https://www.cbi.tf.fau.de/departement/geschaefsstelle/>

These documents have to be send in copy (form sheet and receipts in the original) to:

Dr.-Ing. Alexander Ditter
Geschäftsstelle CBI
Immerwahrstraße 2a
91058 Erlangen

If the documents are complete, the refund will be made by bank transfer at short notice.

Dr.-Ing. Alexander Ditter



Geschäftsstelle des
Departments CBI
Dr.-Ing. Alexander Ditter
Immerwahrstr. 2a
91058 Erlangen

STATEMENT

The costs for the courses at RRZE amount to:

EUR

Please refund the costs incurred to the following bank account:

Account holder:

Name: _____

Postal address: _____

Bank: _____

IBAN: _____

BIC (only for foreign bank accounts) _____

Erlangen, _____
date

(Signature)

Enc.

Proof of payment (receipts in the original)
Confirmation of participation in copy
Certificate of matriculation in copy