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Grant number (if available) 01 - Application for educational grants under the Federal Training Assistance Act (BAföG) **IMPORTANT NOTES** Please complete this application carefully in block letters and tick where applicable. → Please make sure to sign the application on page 6. Pursuant to § 60 of the First Book of the Social Code (SGB I), you are obliged to state all facts This symbol on the left indicates that are necessary for the clarification of the facts and to submit the requested evidence In accordance with the regulations of the Federal Training Assistance Act (BAföG), the that you must provide evidence. will find corresponding information you provide is necessary for the decision on the application. explanations in the appendix on Information on your rights to information under data protection law in accordance with Article 13 page 1. of the Data Protection Regulation (DSGVO) can be obtained from the Office for the Promotion of Education or at https://www.bafög.de/hinweis. TRAINING I apply for an education grant for the attendance of the → If the training institution (also internship/ Training institution and training location practical semester) is abroad, special offices are responsible for training grants (see www.bafög.de). In these cases, please Class/subject also submit form 06 - Training abroad (supplementary sheet). degree sought I his is a full-time training yes At higher education institutions, full-time I have already applied for BAföG in the past → education is generally deemed to exist if an average of 30 ECTS credits are awarded Previous grant number Previous Office for the Promotion of Education
PERSONAL INFORMATION per semester. In the school sector, the teaching time must be at least 20 hours per Name Birth name Birthplace female male divers Only if there is a Date of birth Marital status 🗦 → Please indicate: 1 = single; 2 = married / in change a registered partnership; 3 = permanently compared to the separated; 4 = widowed; 5 = divorced / dissolved. own nationality Nationality Spouse / registered partner

yes

ADDRESS AT PERMANENT RESIDENCE

I have my own children >

Street House number Address suffix

| Country | Postcode | Location | Locatio

→ If you have an address in a foreign country, only use the letters that are internationally used for the foreign country (e.g. NL for the

→ Please complete form 04 - Children of the

Netherlands).

person being trained.

→ Enter this address if you already know it.



→ If the address during the training is identical to the permanent residence, you do not need to provide any information here.

→ If you have an address in a foreign country, only use the letters that are internationally used for the foreign country (e.g. NL for the







Benefits to secure subsistence according to SGB II or income

according to the BAföG Income Regulation, see Appendix page 2.

COMPETING SERVICES

	COMPETING SERVICES					
+	During the period for which I am receiving BAföG receiving apply for competing benefits or have applied for s Salaries or similar benefits from public funds	→	→ If you receive one of the benefits mentioned here, you are not entitled to BAföG benefits.			
	Benefits for vocational training or further eductoSGB II or SGB III Benefits from a scholarship fund no, I do not any of the above benefits	→	 → Benefits to secure subsistence under Book II of the Social Code (SGB II) are not benefits for CVET under SGB II. → You can find a list of the organisations for the promotion of gifted students online at: https://www.stipendiumplus.de/deinewerke.html. 			
	INFORMATION ON THE DETERMINOME Income information for the appropriation period Tomation Tomat	NATION OF	The approval period (BWZ) is the period for which the funding is to be approved; it begins at the earliest when the application is			
	I have applied for the following social benefits that have not yet been granted (e.g. orphan's pension, benefits under the **Dpgrading Training Act, etc.). Promotion Act [AFBG] or the Advance		submitted. This is usually the respective school or academic year (e.g. 10/2020 to 09/2021).			
+	Maintenance Act [UhVorschG]). I pay subsidised old-age provision contributions in accordance with § 82 of the Income Tax Act (EStG) (Riester pension)	Euro	 → Please indicate here the type of benefit requested. → Please enter the annual amount. 			
)	In the above-mentioned grant period, I am expected to generate income	yes no Total amount in the grant period	→ If no: Continue with "Information on the asset statement" on page 4.			
	Gross income from existing or dormant employment relationships, casual work, holiday jobs, mini-jobs This includes an employer's contribution to	Euro	→ The employee's lump sum for income-related expenses as well as taxes and deductions for social expenses are taken into account ex officio.			
	capital effective benefits Training and internship allowance gross - also	yes	→ The training or internship allowance also includes, for example,			
	benefits in kind Income from self-employment, trade, renting and leasing, agriculture and forestry	Euro	meal allowance, rent subsidy and benefits in kind, such as free accommodation and meals.			
	Gross income from capital assets (e.g. savings interest)	Euro	→ The saver's lump sum is taken into account ex officio.			
	Orphan's pension and/or orphan's allowance (incl. Christmas bonus), other pensions (e.g. accident pensions)	Euro	Please state the orphan's allowance in the amount actually received, i.e. including the Christmas bonus and less tax.			
	Training grants and similar benefits and benefits under the AFBG	Euro	→ Training allowances are, for example, scholarships (not from organisations for the promotion of the gifted) and education allowances according to the Federal Pension Act (BVG).			
	Maintenance payments (not from parents) intended for me	Euro	→ Enter here the benefits of persons who are liable to pay you maintenance (e.g. a spouse who is permanently separated from you / divorced or a registered partner who is no longer connected).			
	Advance maintenance payments under the Advance Maintenance Payments Act (UhVorschG)	Euro	→ Please enter here only the maintenance payments intended for you, without the amounts intended for your children.			
	(01110130110)	Furo	→			



payments)

Other income (not: current BAföG



DISCLOSURES ON THE STATEMENT OF

AGGETO

I have the following assets at the time of application:

- → Credit balances and debts must be stated separately. Please only state the value of the share that is attributable to you.
- → Please check whether third parties have invested assets in your name and state their value.

Please also note that assets that have recently been transferred from you to third parties may count towards your assets. In this case, please contact your office for educational support.

	Value in full euros (if not available, please tick "no")	
Amount of cash assets (cash)	Euro no	
Amount of bank and savings balances, including balances on current accounts and online accounts	Euro no	→ Online accounts are e.g. PayPal, Apple Pay, Google Pay.
Amount of building society and premium savings balances	Euro no	
Securities (e.g. shares, mortgage bonds, treasury bills, bills of exchange, cheques)	Euro no	→ The market value at the time of application is decisive.
Motor vehicles →	Euro no	→ Please enter motor vehicles (e.g. cars, motorbikes) with their current value (net dealer purchase price).
Life insurance	Euro no	→ Please state the current surrender value. To verify an exemption, please submit proof of all amounts paid into the life insurance policy to date.
Amount of tax-subsidised old-age provision assets ("Riester pension") →	Euro no	
Land, houses, condominiums (also coownership shares) →	Euro no	→ The current value is decisive.
Business assets (also co-ownership shares)	Euro no	→ The current market value is decisive.
Monetary claims, digital assets (e.g. cryptocurrencies) and other rights	Euro no	→ Claims and other rights are, for example, legacies, claims for delivery of goods, furthermore business shares, patent rights, publishing rights and copyrights.
Other assets	Euro no	→ This does not include reasonable household items intended for furnishing the home, running the household and for the family to live together, e.g. furniture, crockery, TV, computer, mobile phone. The current value is decisive.
Of this, no credit should be given:		
Assets whose realisation is excluded for legal reasons	Euro	→ This is the case, for example, if there is a corresponding legal or official prohibition of alienation (§§ 135, 136 German Civil Code [BGB]). However, realisation is not precluded by a legal prohibition
Transitional allowances according to §§ 12 and 13 of the Soldiers' Pensions Act (SVG)	Euro	of alienation agreed by the owner (section 137 BGB).
I have the following debts and charges:	→	→ Only the residual debt existing at the time of application is to be
Mortgages, land charges	Euro	stated.
→	Euro	
Loads	Euro	→ These are, for example, obligations to make recurring payments, restrictions on ownership in favour of third parties (usufruct,
→ Other delate		annuity obligation).
Other debts	Euro	This includes loans, including liabilities from student loans and the federal education loan programme, but not loans under the BAföG.



11

Achieved degree or gross wage / amount

of benefit monthly in euros

from

MUSTER

Month/Year



EDUCATIONAL AND PROFESSIONAL BACKGROUND

Please only complete this section if you are applying for the **first time**, after an interruption in your training or if you are applying for funding for training abroad.

Please provide complete, chronological information about

· Your previous training and study periods (including training and internships not completed),

Name and location of the training

institution, employer/benefit provider

Periods of employment and equivalent periods (e.g. periods of household management if you, as the parent of at least one child under 14
years of age or of a child who is disabled and dependent on assistance, have to care for this child in your own household, illnesses associated
with incapacity for work, maternity leave periods, incapacity for work, unemployment, participation in a measure for medical or vocational
rehabilitation or in a measure of further vocational training according to the Third Book of the Social Code [SGB III]),

School type/subject; type

of activity

· Voluntary service (e.g. military service, voluntary social or ecological year, federal voluntary service),

Please refer to times other than the above as "interim time".

Month/Year		montation, employer/benefit provider	or douvity	or bonent monthly in curos
08/08	08/14	Secondary school, Musterstadt	Realschule	Realschulabschluss
09/14	08/17	Mustermann & Co., Sample Town	Vocational training as a locksmith	Journeyman's certificate/skilled worker's certificate, 15.08.2017
09/17	06/19	Technical college/vocational college, Musterstadt	Technical branch	Advanced technical college entrance qualification, 16.06.2019
07/19	03/20	Müller & Co., Musterhausen	Temporary job	900,- Euro
04/20	06/20	University of Applied Sciences Musterhausen	Business Administration, Bachelor	Without degree
07/20	08/20	Intermediate		
09/20		University of Applied Sciences, Musterstadt	Electrical Engineering, BA	



Trainee		01 - Applicat	tion for educational support Page 6
FOR PUPILS ONLY			
Parental custody / the right to determine the place of residence is/was granted by a guardians	ship or fam	nily court no y	98,
Name, first name of the legal guardian(s)			address in a foreign country, tters that are internationally
Coun→ Postcode Loc try atio n			Address suffix eign country (e.g. NL for the
Please only fill in this section if you do not live with your parents / one of your parents and y general school (also Studienkolleg), specialised upper secondary school (Fachoberschule), vocational training, specialised technical school (Berufsfachschule) or specialised college (Focompleted vocational training, provided that the course of study lasts less than two years or described to the course of the course of the course of th	attendan achschule	ce of which one), attendance	does not require completed e of which does not require
A corresponding reasonable educational institution is not accessible from my parents'/parents	ent's home	e. I run my ov	vn household
and am or was married or in a registered civil partnership. I run my own household and liv	e with at I	east one child	1.
GENERAL INFORMATION			

training grants are paid from the beginning of the month in which the training starts, but at the earliest from the beginning of the month of application. You should therefore apply for a training grant as early as possible. Please submit the application to the office responsible for you. You can find information on which office is responsible for you at https://www.bafög.de.

In order to avoid undue hardship, a further part of the income and assets can remain exempt from imputation beyond the usual exemption amounts. Please submit a justification for this and note that an application for exemption of income can only be submitted in the current grant period and can only be taken into account if the income serves to cover special costs of the education.

In addition to this form 01 - Application for educational grants, there are other forms that you may have to submit (see appendix to this form, page 1). Please refer to the respective descriptions to find out which forms have to be completed. Alternatively, you can use the form selection at www.bafög.de.

FINAL STATEMENT

met.

- that false or incomplete information or failure to notify changes may be prosecuted under criminal law or punished as an administrative offence with a fine, and that amounts wrongly paid may be reclaimed;
- that I am obliged to immediately inform the Office for Training Assistance in writing of any change in my financial situation (e.g. the income I earn) as well as family and training circumstances, e.g. end of training, change of training and drop-out (also of siblings);
- · that the information provided on my income in this application can be verified with the competent social benefits agency, the tax office, my employer or by means of an account enquiry pursuant to Section 93 (8) of the German Fiscal Code (AO) at the Federal Central Tax Office (Bundeszentralamt für Steuern), if the requirements are met;
- that assets are also to be attributed to my assets if I have transferred them in abuse of rights. This is the case if I have transferred parts of my assets to third parties, in particular to my parents or other relatives, free of charge or without equivalent consideration in connection with the start of the eligible training or the application for training assistance or during the eligible training;
- that the information provided in the context of this application regarding my assets has been verified by a data comparison (§ 41 Para. 4 BAföG i. V. m. § 45d EStG) and can be verified by an account query pursuant to § 93 para. 8 AO at the Federal Central Tax Office if the requirements are

The information on data protection is available from the Office for the Promotion of Education or can be viewed at

https://www.bafög.de/hinweis. I confirm that I have taken note of this information.

I certify that the information I have provided is correct and complete and that no changes have been made to the official form.

Date, signature/name of the person to be trained	Date, signature/name of legal representative (in the case of minors)*.



^{*} Only required for trainees under 15 years of age (always) and for minor trainees over 15 years of age attending a higher technical school, academy or college or completing a traineeship related to attendance at these training institutions.

REQUIRED DOCUMENTS

Which documents you have to submit is determined by the information you have given in form 01 - Application for educational grants. You will find the numbered symbols in the left margin next to your respective details. You can black out information that is not required for the decision on the application for educational support.



Please attach form 02 - Certificate according to § 9 BAföG or a certificate of enrolment from the university.



If you are a foreigner, please enclose a copy of your valid residence documents.



If you do not live with your parents / one parent in a domestic community, please enclose copies of the following documents: Accommodation provider certificate according to § 19 of the Federal Registration Act, registration certificate or tenancy agreement (only the pages with contracting parties, tenancy address, beginning and end of tenancy, signatures).



Please submit a copy of the account holder's ID.



If you do not have statutory family insurance, please submit a certificate from your health insurance company confirming your health insurance.



If not already included in the certificate of health insurance (document 5), please enclose a certificate of health insurance in accordance with § 257 Para. 2a of the Fifth Book of the German Social Code (SGB V) and of long-term care insurance in accordance with § 61 Para. 5 of the Eleventh Book of the German Social Code (SGB XI).



Please submit relevant certificates from the relevant body.



Please submit copies of the "Riester pension contract" and the annual certificate in accordance with § 92 of the Income Tax Act (EStG) that you received from your contract partner at the beginning of the year.



Please enclose copies of income documents (e.g. salary statement, orphan's pension statement, grant notification).



Please enclose supporting documents for each asset separately (e.g. bank account and deposit statements; in the case of motor vehicles: copy of the registration certificate Part I stating the current mileage). Assets should be proven for a point in time no more than 14 days before the date of application.



Please enclose a copy of the relevant evidence (e.g. attachment order, seizure order, notice of transitional allowance).



Please provide separate evidence for each of your statements (e.g. current certificates from credit institutions/building society savings banks, notarial contracts).



If the periods of employment and the equivalent periods reach three years, please submit copies of supporting documents (e.g. certificates of vocational qualification, insurance certificates, income tax certificates, ALG I notices).



Please provide evidence of who has been granted parental care (does not apply if the parents are married to each other).

OVERVIEW OF THE BAFÖG FORMS

01- Application for educational grants

The form must be completed regularly. In case of a repeated application, it can be replaced by form 09 - Folgeantrag auf Ausbildungs- förderung (follow-up application for educational support) (only applicable for students).

02 - Certificate according to § 9 BAföG

The certificate of attendance at a training institution must be completed by your training institution. Students may instead submit a typed certificate of study.

03 - income declaration

The declaration must be submitted by your parents and, if applicable, by your spouse/registered partner who is not permanently separated.

04 - Children of the person being trained

If you have children of your own, please enclose this form with the 01 - Application for Educational Support.

05 - Benefit certificate according to § 48 BAföG

This certificate must always be submitted by all students at higher technical colleges, academies and universities as a requirement for funding from the 5th semester onwards. If necessary, this can be replaced by a study overview with ECTS credit points.

06 - Training abroad (supplementary sheet)

The form should be submitted together with form 01 - Application for educational grants before starting an internship or training abroad.

07 - Updating the income

This application can be made if the income of the parent/spouse/registered partner is expected to be significantly lower than the income declared in Form 03 - Income Declaration during the grant period.

08 - Application for advance payment

If your education is at risk and your parents do not meet either the calculated maintenance amount or the needs according to §§ 12 to 14a BAföG or neither meet the requirements nor provide the required information and evidence, you can submit an application for advance benefits using this form. Before submitting the application, please contact the Office for the Promotion of Education.

09 - Follow-up application for educational support

This form serves as a simplified application for students. Please follow the instructions on this form.

NOTES ON COLOUR CODING

Information and elements that serve to structure are shown in colour. The coloured bar on the left margin marks who has to fill in the fields.

Petrol-coloured form areas are to be filled in by the applicant.

Red form areas are to be filled in by parents / spouses / registered partners.

Yellow form areas are to be filled in by the training institution.

Revenue according to the BAföG Income Regulation

Please state the income according to the BAföG Income Ordinance. The income ordinance lists income that is not taxable, but which increases the economic capacity of the recipient and must therefore be taken into account when calculating the entitlement to funding. If you have such income, 10. under the Soldiers' Pensions Act: transitional allowance you must declare it if it is listed below.

List of all income according to the BAföG Income Regulation:

I. Social security benefits

- 1. according to the Third Book of the Social Code (SGB III): Compensation benefits (§ 3 para. 4), start-up subsidy (§ 93) minus the lump-sum social security contributions;
- 2. according to the Fifth, Sixth and Seventh Book of the Social Code (SGB V, SGB VI, SGB VII), the Second Act on Health Insurance for Farmers (KVLG-1989), the Maternity Protection Act (MuSchG), the Federal Parental Allowance and Parental Leave Act (BEEG): Sickness benefit (§§ 44 et seq. of SGB V,
 - §§ 12 ff. KVLG 1989), benefits paid by the statutory health insurance fund to reimburse the loss of earnings when the insured person is working as a domestic helper in the event of illness (§ 38 para. 4 SGB V), maternity benefit (§ 24i SGB V, § 19 MuSchG) and maternity benefit supplement (§ 20 MuSchG), insofar as they exceed the child-raising benefit Child-Raising the Federal Benefit (Bundeserziehungsgeldge- setz) or the parental benefit not subject to offsetting under § 10 BEEG, or comparable benefits paid by the Länder (Länder), final allowance (§§ 45 ff. SGB VII), transitional allowance (§§ 49 ff. SGB VII, §§ 20 ff. SGB VI), parental allowance under the BEEG, insofar as it exceeds the amounts not subject to imputation under § 10
- 3. under the Federal Pensions Act (BVG) and the laws declaring the BVG applicable: Invalidity allowance (section 16 BVG), transitional allowance (section 26a (1) BVG), maintenance allowance if the beneficiary is not accommodated in a rehabilitation facility (section 26a (5) BVG), ongoing supplementary assistance with living costs, insofar as they are paid outside of institutions, homes, orphanages. 5 BVG), ongoing supplementary assistance for living expenses, insofar as it is paid outside of institutions, homes and similar facilities for relatives within the meaning of § 25 Para. 3 No. 2 of the Federal Training Assistance Act (BAföG) who do not live in a household with the income recipient (§ 27a BVG);
- 4. under the Burden Equalisation Act (LAG), the Repair 6. Benefits pursuant to Section 9 (1) of the Entitlement and Damage Act (RepG) and the Refugee Assistance Act (FlüHG): in each case half the amount of maintenance assistance (sections 261 to 278a LAG), maintenance allowance (section 10 of the Fourteenth Act amending the LAG), subsistence allowance (sections 301 to 301b LAG), maintenance assistance and subsistence allowance (sections 44, 45 RepG), subsistence allowance (sections 12 to 15 FlüHG);
- 5. under the Maintenance Act, unless they are paid to compensate for the trainee's voluntary military service: Benefits to non-self-employed persons (§ 6) and to selfemployed persons (§ 7), reserve service bonus and supplements (§ 10), service allowance (§ 11), general benefits (§ 17), benefits to dependants not living in a common household with the person performing voluntary military service (§ 22);
- 6. under the Civil Servants' Pensions Act: the transitional allowance (§ 47);
- 7. under the Maintenance Payment Advance maintenance payment (§§ 1 ff.);
- 8. Adjustment allowance according to the Guidelines on the Granting of Adjustment Allowances to Workers in the Coal Industry of 13 December 1971 (BAnz. No. 233 of 15 December 1971).
 - ber 1971), last amended on 16 June 1983 (BAnz. S. 5901);
- 9. Benefits under the Directive on the Granting of

- Aid to workers in the iron and steel industry affected by measures within the meaning of Article 56 § 2 letter b of the Coal and Steel Community Treaty of 25 March 1998 (BAnz. S. 4951);
- (section 37), unemployment benefit (section 86a(1));
- 11. Early retirement allowance pursuant to the Ordinance on the Granting of Early Retirement Allowance of 8 February 1990 (Law Gazette I No. 7 p. 42), which was adopted pursuant to Annex II, Chapter VIII, Subject Area E, Section III No. 5 of the Unification Treaty of 31 August 1990 and Article 4 No. 13 of the Agreement of 18 September 1990 in conjunction with Article 1 of the Act of
 - 23 September 1990 (Federal Law Gazette 1990 II p. 885, 1210, 1243) with
 - The provisions shall continue to apply;
- 12. Transitional benefits according to § 3 of the Occupational Diseases Ordinance (BKV) of 31 October 1997 (BGBI. I p. 2623).

II. Other revenue

- 1. under the Military Service Pay Act: military pay (§ 2), board (§ 3), accommodation (§ 4); the same applies to similar benefits (cash and non-cash remuneration) under § 35 of the Civil Service Act, § 59 of the Federal Border Guard Act (see above under No. I No. 5) as well as to members of the full police force and the professional fire brigade;
- Early retirement benefits and benefits equivalent thereto, insofar as they are tax-exempt; this also includes the equalisation allowance under the Act to Promote the Cessation of Agricultural Gainful Employment (FELEG) of 21 February 1989 (Federal Law Gazette I p. 233), insofar as it does not exceed the sum of the tax-exempt amount pursuant to § 3 no. 27 of the Income Tax Act (EStG).
- supplementary amounts according to the Partial Retirement Act (§ 3 para. 1 letter a) as well as the supplements received by uninsured employees within the meaning of § 27 para. 1 nos. 1 to 3 of the Third Book of the Social Code (SGB III) for supplementing the remuneration in case of partial retirement according to civil service regulations or principles;
- Severance payments according to § 3 No. 9 EStG;
- Benefits provided in fulfilment of a statutory maintenance obligation, with the exception of benefits provided by the trainee's parents and his/her spouse or civil partner;
- Pension Transfer Act.

III. Income from work abroad

- Remuneration of employees of international intergovernmental organisations and institutions as well as remuneration of diplomatic and consular representatives of foreign powers and of the employees assigned to them, insofar as they are exempt from tax liability;
- under the Federal Salary Act: foreign allowance under section 55(1) to (4) at 10 per cent of the amount, Foreign children's supplement pursuant to section 56,

paragraph 1, sentence 1, no. 1 at 50 per cent of the amount, foreign children's supplement pursuant to

§ Section 56(1), first sentence, No. 2 at 80 per cent of the amount; the same shall apply to comparable emoluments of persons who are sent, placed or employed in the public interest outside the area of application of the Federal Training Assistance Act.