

Student data collection form – at a secondary school

School name _____, admission to the (future) class _____

The following information is collected in accordance with Section 57 Paragraphs 1 and 2 of the Thuringian School Act (ThürSchulG).

The data is stored electronically and in files. The data processing is based on the data protection regulations of the EU General Data Protection Regulation as well as other provisions of the Thuringian Data Protection Act (ThürDSG) and Section 57 of the ThürSchulG. All relevant information regarding the direct collection of personal data as part of the new registration can be found in the attached information sheet "Information obligation according to Art. 13 GDPR - direct collection from the data subject - at the time the school attendance relationship is established".

Student	
Surname:	
First name:	
Birth date: (please enclose birth certificate)	Place of birth/country:
Gender:	<input type="checkbox"/> m <input type="checkbox"/> w <input type="checkbox"/> div
Street:	
Postal code, city (district):	
Phone/Email:	
Nationality:	In Germany since:
Language: (if the language spoken in the family is predominantly non-German)	
Religion/Beliefs:	<input type="checkbox"/> Yes <input type="checkbox"/> No
	If yes, which one(s)? <input type="checkbox"/> Protestant <input type="checkbox"/> Catholic <input type="checkbox"/> Other:
Participation in classes:	<input type="checkbox"/> Protestant religion <input type="checkbox"/> Catholic religion <input type="checkbox"/> Ethics <input type="checkbox"/> Miscellaneous:
current school attendance:	Name of the school:
Date of enrollment:	
Identified disabilities or disabilities that are significant for the school sector Diseases:	
Care level:	<input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 (proof required)
Hardship case (please note):	<input type="checkbox"/> Yes (Please explain on a separate sheet) <input type="checkbox"/> No
Special education report:	<input type="checkbox"/> exists (proof required) <input type="checkbox"/> does not exist
Number of siblings:	
Siblings at this school?	<input type="checkbox"/> Yes Name:
	Class: <input type="checkbox"/>No

Mandatory information when registering at a Thuringian community school, ONLY for grade 5

The following qualification is sought:

Secondary school leaving certificate. No need to submit the certificate. - (Consequence: in the selection process, the school closest to the place of residence is determined based on state community, comprehensive and regular schools)

OR

General higher education entrance qualification (Abitur). The half-yearly certificate was enclosed with the application as proof of a grade requirement or recommendation, or the passed trial lesson was proven. - (Consequence : in the selection process, the closest school to the place of residence is determined focused on state comprehensive schools)

If no information is provided or if the existence of the transfer requirements is not proven, it can be assumed that the Hauptschule / Realschule certificate is being sought.

Only for registration at the Gymnasium/Comprehensive School with Gymnasium section	
Admission to a bilingual course	<input type="checkbox"/> Yes, German-English bilingual course (only at Albert-Schweitzer-Gym. EF) <input type="checkbox"/> Yes, German-French bilingual course (only Heinrich Mann EF/Humboldt WE) <input type="checkbox"/> No
grade requirement for transfer	<input type="checkbox"/> exists (proof required) <input type="checkbox"/> does not exist
recommendation for transfer	<input type="checkbox"/> exists (proof required) <input type="checkbox"/> does not exist
Trial lesson for future class 5 gymnasium education course passed	<input type="checkbox"/> exists (proof required) <input type="checkbox"/> does not exist
2nd foreign language (from grade 6)	<input type="checkbox"/> French <input type="checkbox"/> English <input type="checkbox"/> Latin <input type="checkbox"/> Spanish <input type="checkbox"/> Russian Attention: not every foreign language can be offered at every school!
Note for the grammar school education from future grade 6	<p>I/We have been informed that if the grade requirement or the recommendation for transfer to a grammar school/comprehensive school (grammar school part) is not met, participation in trial lessons in accordance with Section 125 of the ThürSchulO is required.</p> <p>With my/our signature, I/we confirm that I/we have taken note of the notice.</p>

legal guardians		
	1. <u>legal guardian</u>	2. <u>legal guardian</u>
Type of legal guardian (e.g. mother, grandfather, guardian, stepfather):		
Name first Name:		
Street and house number:		
ZIP / City		
Telephone (private):		
Telephone (mobile):		
Telephone (business)::		
E-mail:		
Child's <input type="checkbox"/> primary <input type="checkbox"/> residence: (please tick)		

	Do you have sole custody?				
	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	(If yes, please provide court order/proof)
Court order/proof was available:	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	
					Date, signature

life partnerships	Has the father/mother made a declaration of custody?				
	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	
Evidence was provided:	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	
					Date, signature

Instructions on how to proceed in case of limited capacity
I have taken note of the appendix " Notes on procedures in the event of limited capacity " attached to this student data collection form .

Note School Profile

Reasons for choosing a particular school profile must be included on a separate sheet if necessary.

Notes on hardship cases

The question of whether it is a hardship case depends on whether attending another school would result in specific burdens that far exceed what is usually the case. This would mean that only the chosen school would be considered for further school attendance in order to avoid hardship. These are exceptional cases that go far beyond the burdens that all parents and students face when attending school.

Therefore, a decision must always be made on a case-by-case basis, so that the coincidence of several of the above-mentioned circumstances, possibly together with other difficulties, may constitute a hardship case. The mere justification that attending this school would be cheaper, easier or otherwise more advantageous than attending another school is not sufficient for this purpose.

§ 139a Paragraph 3 ThürSchulO: "It is the responsibility of the parents to present and make credible all facts relevant to the selection process according to §§ 139b and 139c when registering. In particular, they must make credible the circumstances from which a hardship case within the meaning of § 15a Paragraph 6 No. 4 ThürSchulG could arise. Hardship applications submitted after the registration deadline or not substantiated by the registration deadline will no longer be considered."

Note on receiving the information sheet according to Article 13 GDPR

The information sheet on the "Information obligation according to Art. 13 GDPR - direct collection from the data subject - at the time of establishing the school attendance relationship" and the information contained therein I/we have taken note of <https://schulamt.thueringen.de/mitte/schulamt/formulare>

By signing, I/we confirm that I/we have taken note of all information and that my/our child has not been registered at any other school.

place, date

(Signature of both legal guardians)

SB 1

SB 2

or

(Signature of the other legal guardian)

School's receipt (must be filled in):

Student application form received on:

Rubber stamp _____

(Signature)

Note (to be filled in by school or state school authority only):

Instructions on how to proceed in case of limited capacity at state schools

If the number of registrations at the school exceeds the capacity, admission will be based on the criteria set out in Section 15a of the Thuringian School Act (ThürSchulG).

All legal guardians have the option to indicate during the registration process which school a student should be admitted to with priority (first choice school) or with priority (second choice school). Registration will **only be accepted at the state first choice school**, which **provides** the legal guardians with proof of registration when moving from grade 4 to 5.

In the selection process, applications for first choice and then applications for second choice are to be considered in separate procedures.

The state first-choice school reviews the applications and makes a selection decision within the scope of its admission capacity in accordance with Section 15a of the Thuringian School Act. This first-choice school forwards the original registration documents of the students who cannot be admitted to the state first-choice school within the scope of the admission capacity to the state second-choice school.

The state second-choice school also carries out a selection procedure and makes a selection decision within the scope of its admission capacity in accordance with Section 15a of the ThürSchulG.

If students cannot be admitted to either the state school of their first choice or the state school of their second choice, the State School Office of Central Thuringia will suggest one or more schools that are suitable for their parents to register at.

The same applies if the legal guardian does not specify a second-choice state school and the state (first-choice) school has refused admission due to exceeding capacity.

Explanation

I have taken note of the above-mentioned “ **Information on how to proceed in the event of limited capacity**” .

After reading the “Information on how to proceed in the event of limited capacity”, I hereby following state second-choice school <i>(Optional, i.e. not mandatory)</i> .	Name of the public school:
--	----------------------------

place, date

 (Signature of both legal guardians) SB 1 SB 2

or

 (Signature of the other legal guardian)