



Dorothee Frings

# Broadcasting Licence Fee

Guidance for Advisers of International Students | 2025

English version

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## Foreword

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The internationalisation of universities, which is being promoted by federal and state governments, as well as universities themselves, is continuing unabated. The number of international students at German universities rose to 400,000 for the first time in the winter semester 2024/2025. International students make up 14% of the entire student body in Germany.

Unlike in Germany, many of the countries that international students come from do not have a broadcasting licence fee. This group of students, whose monthly budget is usually tight, is often taken by surprise by Germany's compulsory broadcasting licence fee. Consequently, students often approach counsellors at student service organisations and universities with questions.

The purpose of this publication of the Servicepoint for Intercultural Competence (SIK) of the German National Association for Student Affairs (DSW) is to help advisers inform international students about the licence fee. It deals with questions about the licence fee in general as well as exemption options for international students. The annex contains information that advisers can give to students. These include two forms that can be used to apply for exemptions as well as an overview of the most important information, and a good example of peer-to-peer counselling on the licence fee.

Our special thanks go to Professor Dr Dorothee Frings for developing and presenting the content so clearly. We would also like to thank the residence tutor Chrysoula Perathoraki for providing her information handout for international students. Last but not least, we thank our colleagues from the student services organisations for their editorial input and valuable advice.

This publication forms part of a series alongside the second edition of Residency and Social Security Law for International Students, published in 2024, and the German-English Glossary of key technical terms in residence and social law, published in 2021. These publications are funded by the Federal Ministry of Research, Technology and Space. They can be ordered or downloaded free of charge at [www.studierendenwerke.de](http://www.studierendenwerke.de).

We hope that you will find this publication useful, easy to use, and motivating in your work advising international students.

Matthias Anbuhl

Chairman of the Board of the Deutsches Studierendenwerk

Berlin, December 2025



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## 1. Why do you have to pay a licence fee in Germany?

The role of public service broadcasting and television is to offer programming that reflects the diversity of information, experiences, values, and mores found in society. For this reason, decision-making powers lie with independent bodies such as the Broadcasting Council, the Programme Committee and the Administrative Board, rather than with state authorities. The costs of producing this media content, which is not financed privately or by the state, are passed on to all citizens. If you can access this content on a laptop, tablet or smartphone, you must also pay the licence fee. It is not important whether or not you actually use the service.<sup>1</sup>

The collection of licence fees and the work of the ARD, ZDF and Deutschlandradio fee service are based on the Interstate Broadcasting Agreement (RBStV), which has been ratified by all 16 state parliaments. This Agreement sets out how the licence fee is calculated, who is responsible for paying it, and which special regulations apply. In addition, each state broadcaster has issued a licence fee statute. These are essentially identical in wording.

The licence fee levied on everyone resident in Germany and on each residential unit (or business premises) does not violate either constitutional<sup>2</sup> or European law<sup>3</sup>.

However, the obligation to pay fees may come as a surprise to you and many international students do not understand how the system works, as the media in most countries of origin are either organised under private law or provided free of charge. It can be challenging to explain how the relevant law works. Broadcasting licence fee law is part of tax law and therefore administrative law. However, it is also similar in some ways to social law, as the exemption options can be understood as social benefits.<sup>4</sup>

## 2. Who must pay the licence fee?

All private users must pay the licence fee once for each home.

### a. What is a home?

A home is any self-contained room unit that can be used for living and/or sleeping. You must be able to enter the home through a separate entrance directly from a stairwell, an anteroom or from outside (Section 3 (1) Sentence 1 RBStV).

#### Student residence

Individual flats or rooms that can be entered from a generally accessible corridor are considered to be separate residential units, even if they include shared kitchens and sanitary facilities. If you live in a room or flat of your own in a hall of residence, you will have to pay the licence fee yourself. Residential groups or double flats used by multiple people with only one access door to a generally accessible corridor or stairwell are considered residential units for several people. Only one licence fee has to be paid for these.

1 Schneider, DStR 2013, 833.

2 Federal Constitutional Court (BVerfG) of 18 July 2018 – 1 BvR 1675/16; Federal Administrative Court (BVerwG), ruling of 18 March 2016 – 6 C 6/15; Bavarian Higher Administrative Court (BayVG) of 3 December 2013 – 7 ZB 13 1817; Bremen Administrative Court (VG) of 20 December 2013 – 2 K 605/13; Potsdam Administrative Court (VG) of 30 July 2013 – 11 K 1090/13; G. M. Bullinger, Legal Opinion of the Scientific Service of the German Bundestag, 2013, p. 12; Wagner 2019, Section 13 RdFunkStVtr SN, marginal note 57; a. A: Bölick, NVwZ 2014, 266 et seq.; Koriath/Koemm, DStR 2013, 833 et seq.

3 ECJ of 13 December 2018 – C 492/17; also Cologne Administrative Court (VG), ruling of 30 July 2024 – 6 K 6602/23, marginal note 15 et seq.

4 Lent, SRA 2013, 6.

### Shared flats or houses

If you live together with several people in a flat or house that only has access from a generally accessible corridor or stairwell you will also share the licence fee payment.

### Hotels, hostels, youth hostels, holiday flats

Room units that are only used for temporary residence are not considered residential units (Section 3 (2) No. 7 RBStV) unless the room units are intended to be occupied for an unlimited period of time. It can be difficult to define precisely when these types of accommodation should be considered homes. The decisive factor is whether the accommodation is intended to be temporary or long-term.<sup>5</sup>

### Shared accommodation

If you live in shared accommodation which does not have separate residential units (for example, in municipal accommodation for refugees), you do not have to pay the licence fee (Section 3 Para. 2 No. 1 RBStV). The main feature of shared accommodation is the highly regulated private living arrangements of the residents compared to a private flat. Shared accommodation is considered an establishment that serves a public law purpose.<sup>6</sup>

### Second home

Even if you are registered as living with your parents in another city and only have a second home at your place of study, you still have to pay the licence fee for your second home because the fee is payable for each residential unit. If you or you and your spouse are living in two flats and are the only people living in them, you can be exempted from paying the licence fee for the second flat (Section 4a Para. 1 RBStV).

### Business premises

You must also pay a licence fee if you have your own office or workshop. If you work alone on business premises or employ up to eight people who are required to pay social security contributions, you will have to pay one-third of the regular licence fee, i.e. 6.12 euros per month. If you do self-employed or freelance work in your private home, you only pay the fee once (Section 5, Para. 5, No. 3, RBStV). If you use a vehicle for business purposes — for example, a van or a taxi — and you do not pay a licence fee for business premises, you will also have to pay a monthly licence fee of 6.12 euros.

## b. What happens when international students register a place of residence in Germany?

In principle, everyone living in Germany is required to register with the licence fee service. But students from abroad are often not aware of this. However, your name will be given to the licence fee service as soon as you register your place of residence at the local registration office (Bürgeramt, Rathaus). Your data will then be automatically forwarded to the broadcasting organisations' licence fee service. The licence fee service is run jointly by the ZDF television service, Deutschlandradio and the nine public broadcasters in Germany.



<sup>5</sup> Thuringia Higher Administrative Court (OVG), ruling of 3 June 2025 – 1 KO 556/22, marginal note 44.

<sup>6</sup> Schleswig Administrative Court (VG), decision of 14 April 2020 – 4 B 74/19, marginal note 23.

As soon as you register your place of residence it will be assumed that you have the use of your flat (Section 2 Para. 2 Sentence 2 No. 1 RBStV).<sup>7</sup> It doesn't matter whether you actually live in the flat or not.<sup>8</sup> The same applies if you are named in the tenancy agreement (Section 2 Para. 2 Sentence 2 No. 2 RBStV).<sup>9</sup> You will receive a written request to provide information about yourself and your household. Under Section 7 Para. 1 Sentence 1 RBStV, the obligation to pay the licence fee begins on the first day of the month on which you move into the flat, i.e. on the move-in date noted on the registration form. Licence fees in arrears are determined by the responsible regional broadcaster (Section 10 Para. 5 Sentence 1 RBStV).

### EXAMPLES

**Alex** arrives in Germany on 15 June 2025 and initially finds a place to stay with a friend in Bochum. He will begin his studies in Münster on 1 October 2025 and will be renting a flat in Münster from 1 September 2025. He will remain with his friend until 1 October 2025. On 2 October 2025, he registers in Münster with a move-in date of 15 September 2025. In November 2025, he is asked to pay the licence fee from 1 September 2025.

## 3. How much must you pay and how does the direct debit procedure work?

The licence fee for each residential unit is a standardised 18.36 euros per month (as of 2025) and can be paid either every three, six or twelve months. A letter with the payment dates is sent out once a year. No further request for payment is made.

If the payment deadline is exceeded by at least four weeks, a reminder fee of at least 8 euros must be paid. It is therefore advisable to agree to the **direct debit procedure** so that the licence fee service can collect the licence fee from the account itself. Consent can be given in one of two ways: either by filling in the form or by completing it online later. <https://www.rundfunkbeitrag.de/aendern>. If you do not wish to use this procedure, you should at least set up a standing order with your bank so that you do not miss the payment deadlines.

## 4. Who must pay the licence fee?

If the place you are living in is occupied by more than one person, each person is responsible for ensuring that the entire licence fee is paid (joint and several liability). This means that one person assumes the obligation to pay and the other people living with them must pay their share of the licence fee to them. If you pay the licence fee and are sharing the accommodation with one other person, for example, the other person will owe you 9.18 euros. If you pay the licence fee and are sharing with two other people, both of them will owe you 6.12 euros. Anyone who is exempted from the obligation to pay the licence fee (see below) will not have to share the cost of the licence fee with you.

<sup>7</sup> Münster Higher Administrative Court (OVG), decision of 21 July 2020 – 2 A 134/20.

<sup>8</sup> Bavarian Administrative Court (BayVG), decision of 18 February 2015 – 7 CS 15.103, marginal note 10.

<sup>9</sup> Cottbus Administrative Court (VG), ruling of 29 June 2023 – VG 6 K 1652/19 marginal note 19.

## EXAMPLES

Four adults **Anton, Britta, Charles and Dilan** live in a shared flat. Anton receives federal training assistance (BAföG) and has been exempted from paying the licence fee. Britta, Charles or Dilan must now pay the licence fee. If Charles pays the licence fee, Britta and Dilan must each give him 6.12 euros per month, as Anton is not taken into account when dividing the licence fee. If Anton, Britta and Dilan are all exempt from paying the licence fee, Charles must pay the licence fee himself and cannot ask for a share to be paid by his flatmates. If only Anton and Britta live in a shared flat and are both exempt from the obligation to pay the licence fee, no fee is paid for this residential unit.

## 5. What happens if you get behind on paying the licence fee?

If you do not pay the licence fee, you will get into debt and a late payment surcharge of 1.0 per cent, but at least 8 euros, is added. You will be charged the late payment penalty in any case. A separate reminder will not be sent to you. You will receive a notice of assessment telling you what licence fee you must pay. You will then have to pay the outstanding amount within two weeks or appeal against the decision within one month. If you do not pay the amount demanded and do not appeal against the payment, the broadcasting organisation will start **enforcement proceedings**.

PLEASE NOTE

**If you are told that enforcement proceedings have been started, you must take action immediately. Otherwise, the debt will continually increase as the costs of the various enforcement measures are added to it. In this case, you should contact a debt advisory centre!**

Recognised debt advisory centres operated by various independent providers can be found throughout Germany. They work free of charge and are available to everyone regardless of their residence status, origin, religion or other characteristics. **An overview of local advice centres can be found at:** <https://www.schuldnerberatung.de/beratungsstellen/>.

You shouldn't use services that are advertising services for payment on the internet (they are often of dubious quality).

**You should appeal against the assessment notice in the following cases:**

- If the **amount** stated in the notice is **not correct**, for example because it includes months in which no-one was registered as living in the flat.
- **If someone else living in the household is already paying a licence fee.** If you only have to pay once per household, regardless of how many people are living in the flat.
- **If there is a reason why you are exempted from paying the licence fee (see chapter 7).** You should state what this reason is when you appeal against the demand for payment. You will have to complete a special form to do this.

**Can I pay the debt in instalments?**

If you are unable to pay the money you owe all at once, you have the option of agreeing an interest-free instalment payment with the licence fee service. You can do this if:

- **No enforcement measures** have yet been initiated.
- You have complied with any previous instalment payment agreements that you might have made.
- The monthly instalments must be in proportion to the amount you owe.

**PLEASE NOTE**

**You will also have to continue paying the current licence fee on time even when you are making instalment payments for overdue licence fees.**

### Can I defer payment of my debts?

The licence fee service can decide to temporarily suspend payment of the licence fees you owe. You can ask the licence fee service to suspend your payments for the time being if you are not able to pay by instalments.

#### EXAMPLES

**Razim** is currently studying for his exams and is therefore unable to take on any part-time work. He has to survive on the 600 euros a month he gets from his parents.

**Linda** is pregnant and only has her savings to live on. These will only last for about six months.

You can apply to the licence fee service to pay the arrears you owe after the emergency situation has ended. This might be, for example, after you have submitted your Master's thesis, taken up employment or ended your maternity leave. Deferral is granted for a maximum of two years. You must continue to pay the current licence fee unless you are granted an exemption.

### Does the requirement to pay broadcasting licence fees lapse after a certain period of time?

Yes. Under Section 7 (4) of the Interstate Broadcasting Agreement, the statute of limitations is based on the provisions of the German Civil Code (BGB). Under Section 195 BGB, this means that the requirement to pay ends after **three years**.

## 6. How can I get my obligation to pay cancelled if I move or leave Germany?

You will no longer be required to pay the licence fee if, among other things

### a) You leave Germany permanently.

You present a certificate from the local registration office or citizens' registration office that states that you are no longer registered as a resident. You can deregister digitally on the licence fee service homepage: [https://www.rundfunkbeitrag.de/buergerinnen\\_und\\_buerger/formulare/abmelden/index\\_ger.html](https://www.rundfunkbeitrag.de/buergerinnen_und_buerger/formulare/abmelden/index_ger.html)

### b) You leave Germany temporarily.

If you sublet your own flat during a semester abroad, an internship abroad or a longer holiday at home, the tenants who move in will still be liable to pay licence fees as long as they are registered in this flat.

PLEASE NOTE

If international students are no longer registered as resident in Germany, this is considered a permanent departure, which leads to the cancellation of the residence permit in accordance with Section 51 (1) No. 6 AufenthG (exception: if you have been granted authorisation to stay in the EU for up to 360 days).

### c) You move to a flat in which one person is already paying the licence fee.

This can happen, for example, if you move into a shared flat, move in with your partner or move in with a parent or other relative. You can then cancel your obligation to pay licence fees online, see under a).

### d) Someone moves in with you who will pay the licence fee in the future.

#### EXAMPLES

**Florian's sister** used to live alone and paid a licence fee. Now she moves in with him and only registers with the licence fee service at the new address. This means that Florian is no longer liable to pay the licence fee because another person is already paying the licence fee for this flat. Florian can then cancel his obligation to pay licence fees online, see under a).

### e) You move to shared accommodation (not a student hall of residence) or to a women's refuge or you no longer live in accommodation in Germany.

In these circumstances, you must present a certificate from the local registration office or citizens' registration office that states that you are no longer registered as a resident.

#### EXAMPLES

**a. Roseline** has to interrupt her studies due to an oncological disease and can no longer earn a living. The immigration authority refuses to extend her residence permit, but does grant her toleration status. The social welfare office then assigns her a room in a municipal shared accommodation centre as part of the benefits provided under the Asylum Seekers' Benefits Act (AsylbLG).

**b. Milla** is studying chemistry in Aachen and lives in Germany with her husband. After several acts of violence by the husband, she leaves the flat (the tenant is the husband) and moves into a women's refuge. She gives notice that she is no longer resident in the matrimonial home and is registered as resident in the women's refuge.

**c. Igor** used to live in his uncle's flat and paid his own licence fee. After an argument, his uncle tells him he must leave the flat immediately. He now tries to stay with friends for a few days at a time (couch surfing). He has also registered as homeless with the emergency housing centre and is hoping to find accommodation. Igor can present the certificate from the local registration office that states that he is no longer registered as resident in his uncle's flat to register as homeless with the licence fee service.

## 7. How can I be exempted from paying the licence fee?

You can be exempted from paying licence fees for health or social reasons. If you have certain disabilities, the amount of the licence fee may be reduced by up to one third. Section 4 (1) of the Interstate Broadcasting Agreement (RBStV) states that exemption is “notification-based”. This means that, in order to simplify the work of the licence fee service, your health or income situation will not be assessed separately, but the service will accept notifications of severe disability or social benefits and grant exemption on that basis.

### a. Severely disabled people

If you are severely disabled, you are not automatically exempted from paying the licence fee, because you can still use public broadcasting services.<sup>10</sup> But if you hold a severely disabled person’s pass, you can apply for a reduction in the licence fee rate or for complete exemption if certain other conditions apply.<sup>11</sup>

#### FURTHER INFORMATION

If you suffer from a chronic illness, sensory impairment or other long-term health impairment, you should apply for a severely disabled person’s pass in Germany. ID cards from other countries are not recognised. However, you can include a pass you have obtained in another country with the application you send for a severely disabled person’s pass to prove that you have a disability. Information on the competent body and the procedure can be found at <https://www.schwerbehindertenausweis.de>.

You can apply for **full exemption from licence fees**:

- If you are Deaf-Blind bordering on deafness in the better ear and have a severe visual impairment in the better eye within the meaning of the Interstate Broadcasting Agreement (RBStV);
- If you receive assistance for the blind (Section 72 Social Code (SGB XII)); and
- If you receive benefits to cover your living expenses in accordance with Section 93 SGB XIV, including for victims of criminal offences.

You can apply for a **reduction to one third** of the fee (6.12 euros):

- If you have a degree of disability of 80 if you are unable to participate in public events (**RF sign**). However, the mere fact that someone makes disturbing noises due to their disability does not prevent them from participating in public events.<sup>12</sup>
- If you are Blind or not only temporarily significantly visually impaired with a degree of disability of at least 60, provided that your visual impairment is the sole reason (**RF sign**).
- If you are hard-of-hearing and either Deaf or unable to communicate adequately even with the use of hearing aids (**RF sign**).

The reduction or exemption also applies to spouses (or registered partners) and adult children up to their 25th birthday who live in the same flat, as well as to persons in the flat whose income has been taken into account in a social benefit granted to the person with exemption or reduction (Section 4 Para. 3 RBStV).

10 Federal Administrative Court (BVerwG), ruling of 28 February 2018 – 6 C 48/16.

11 Noe, Christian: Status and severe disability, *Seniorenrecht* aktuell 2015, 44, 45.

12 Baden-Württemberg Regional Social Court (LSG), ruling of 18 February 2021 – L 6 SB 3623/20; Metzke, *RdLH* 2021, 99.

## EXAMPLES

**Lulea** from Angola is studying product design and lives in a flat with her blind German partner. She receives disability benefits for the Blind and her partner's income was also taken into account when granting the allowance. This means that her partner's exemption from the licence fee also applies to her. She doesn't have to pay the licence fee.

### b. International students receiving federal training assistance (BAföG)

If you receive BAföG benefits in Germany and do not live in your parents' household, you can be exempted from the obligation to pay licence fees. This also applies to international students who live in a household with their spouse who receives BAföG. However, international students can only receive BAföG benefits in a few exceptional situations (see "Residence and Social Security Law for International Students" p. 83).

The exemption application is available online: [https://www.rundfunkbeitrag.de/buergerinnen\\_und\\_buerger/informationen/empfaenger\\_von\\_sozialleistungen/index\\_ger.html](https://www.rundfunkbeitrag.de/buergerinnen_und_buerger/informationen/empfaenger_von_sozialleistungen/index_ger.html).

However, it must be printed out and sent by post with a copy of your BAföG notification:

**ARD ZDF Deutschlandradio  
Beitragsservice  
50656 Köln**

The exemption begins when you start receiving BAföG benefits: that is, the date stated in the notification. If you have received a renewal notice, you must also send the previous notices you have received. You can get exemptions **for up to three years in the past**. Any licence fees you have already paid will be refunded.

## EXAMPLES

### 1. Third-country national students with residence permits that were not issued for the purpose of studying

**a. Antonia**, has moved in with her husband Carlo, who is studying chemistry in Leipzig and who has a residence permit under Section 16b Residence Act (AufenthG). She has a residence permit under Section 30 AufenthG. After two years in Germany, Antonia starts studying human medicine and receives BAföG (Section 8 Para. 2 No. 2 BAföG). Antonia and Carlo live together in a two-room flat. As Antonia receives BAföG, she is exempt from the licence fee, and as Carlo is married to Antonia, the exemption also applies to him.

**b. Mesud** was recognised as a refugee and has a residence permit under Section 25 (2) AufenthG. He is studying business administration and receives BAföG for his studies. He lives in student accommodation and can apply for an exemption from the licence fee, provided he encloses his BAföG certificate.

### 2. Third-country nationals with a residence permit under Section 16b Residence Act (AufenthG) in rare exceptional cases

**Cengiz**, a Turkish national, grew up in Germany until he was 10 years old and then moved to Turkey with his mother. After graduating from high school, he returned to Germany, initially living with his father before moving into his own flat in Bielefeld. He began studying psychology there and received BAföG (Section 8 Para. 3 No. 2 BAföG).

### 3. Tolerated third-country nationals

**Marijam** from Iran came to Germany four years ago as an asylum seeker and began studying social work in Münster a year ago. Her application for asylum was rejected four months ago, but the situation in Iran means that her residence status will not be revoked. She has been granted toleration status on humanitarian grounds and is entitled to federal training assistance (BAföG). She lives in a shared flat with two women. One of them also receives BAföG, the other works. The employed member of the shared flat must now pay the licence fee alone. Marijam will be exempted from payment upon application and presentation of the BAföG notice.

### 4. Citizens of the EU/EEA/Switzerland who are entitled to federal training assistance (BAföG)

**Sophia** from Croatia studies maths in Frankfurt am Main, lives alone in a flat and works ten hours a week at an insurance company on the side. As she is considered an employee under EU law, she is granted BAföG benefits with a portion of her income deducted. Parental income is also taken into account, but due to the low amount, it is not deducted from her BAföG. Sophia can apply for an exemption but must send her BAföG notification with her application. She is then exempt from the obligation to pay licence fees.

## c. Recipients of other social benefits

Section 4 (1) RBStV contains a list of social benefits that exempt you from paying the licence fee. You must provide proof that you are receiving social benefits by sending the relevant notification. For international students, the following services may be relevant in individual cases:

- Benefits under the Asylum Seekers' Benefits Act (AsylbLG) for foreign nationals with toleration status and students who are in the asylum procedure
- Citizen's benefit under the Social Code (SGB II) for part-time students with humanitarian or family residence permits or a permanent settlement permit
- Basic income security, assistance with living expenses, assistance with care under SGB XII for disabled students with humanitarian or family residence permits or a permanent settlement permit
- Benefits to cover living expenses under SGB XIV for those who have been harmed by, among other things, an intentional criminal offence

## 8. How can international students who do not receive federal training assistance (BAföG) or other benefits to secure their livelihood be exempted?

Section 4 (6) Interstate Broadcasting Agreement (RBStV) includes an individual exemption option in cases of hardship.

## a. Development of case law on the hardship clause

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In administrative case law, the prevailing position has always been that only cases representing a very exceptional situation are recognised as cases of hardship, and therefore only a very small number of individual cases are covered.<sup>13</sup>

The Federal Constitutional Court (BVerfG) established in 2011 that a case of hardship always exists if people are only not entitled to state social benefits because their income only exceeds the limit so slightly that the licence fee cannot be paid from this amount.<sup>14</sup> The case law of the Federal Administrative Court (BVerwG)<sup>15</sup> is also based on a different concept of special hardship and refers to the welfare state guarantee of subsistence under Art. 1 Para. 1 in conjunction with Art. 20 Para. 1 of the German Constitution (GG) and Article 20 Para. 1 GG.

The decisive factor is not whether these are very unusual individual cases, but whether the living situation of people on low incomes is comparable to the situation of people receiving benefits. The state's obligation to ensure a minimum subsistence level prohibits requiring people to pay the licence fee if this means that they no longer have enough money to live on.<sup>16</sup>

## b. The landmark decision of the Federal Constitutional Court

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In a landmark decision of 19 January 2022, the BVerfG<sup>17</sup> confirmed this position and emphasised that

- Income up to the minimum subsistence level (calculated according to the standard benefits under social law) does not have to be used to pay the licence fee.<sup>18</sup>
- The protection of the minimum subsistence level applies equally to everyone living in Germany. To differentiate between different people would violate the principle of equality (marginal note 22). This also applies to the distinction between those who fall into the groups of need specified in Section 4 (1) Interstate Broadcasting Agreement (RBStV).<sup>19</sup>
- This means that people who only have an income that is comparable to or even less than the standard requirements under social law and who do not have access to assets are exempt from the obligation to pay licence fees.<sup>20</sup>
- This burden is not insignificant either, but represents an “intensive burden” for people who have to live on an income below the subsistence level.<sup>21</sup>
- In the context of the hardship clause, broadcasters cannot generally avoid a means test, since otherwise low-income individuals would be less protected in terms of their human dignity than recipients of social benefits.<sup>22</sup>

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13 Cottbus Administrative Court (VG), ruling of 27 April 2023 – 6 K 1549/20 marginal note 6.

14 Federal Constitutional Court (BVerfG) of 9 November 2011 – 1 BvR 665/10.

15 Federal Administrative Court (BVerwG), ruling of 30 October 2019 – 6 C 10/18.

16 Federal Administrative Court (BVerwG), ruling of 30 October 2019 – 6 C 10/18, marginal note 23 et seq.; Dau, jurisPR-SozR 14/2020 Note 5.

17 BVerfG of 19 January 2022 – 1 BvR 1089/18.

18 loc. cit. marginal note 20

19 loc. cit. marginal note 27.

20 loc. cit. marginal note 23.

21 loc. cit. marginal note 25.

22 See also Bavarian Higher Administrative Court (VGH) of 23 June 2022 – 7 BV 20.604.

### c. Assessment of current case law

Although the case law of the Federal Constitutional Court sets out clear criteria, the licence fee service still refuses to carry out individual assessments of income. Some higher courts also continue to require the submission of a notice or certificate stating that the lack of means has been comprehensively checked.<sup>23</sup> Only the application for a possible social benefit and a rejection notice on the basis of a means test should open the way to a hardship decision.<sup>24</sup>

These decisions of the administrative courts disregard the clear position adopted by the Federal Constitutional Court. This is based solely on whether the person concerned only has an income that corresponds to or falls short of the standard rates under social law and cannot fall back on assets. Within the scope of the hardship clause, broadcasters may not refuse a means test.<sup>25</sup> However, the Schleswig-Holstein Higher Administrative Court (OVG) concedes that the general requirement for notice issued by the benefit provider can only apply “if it is not obvious from the outset that the specific conditions for approval are not met”.<sup>26</sup> However, international students cannot force the authorities to perform a means test by submitting a BAföG application, as their applications must be rejected without a means test due under the exclusion clause in Section 8 Para. 2 Federal Training Assistance Act (BAföG).

### d. The argumentation in the notices from the broadcasters

Notices issued by the broadcasting organisations follow the reasoning of the Federal Constitutional Court (BVerfG) to the extent that international students with a residence permit under Section 16b Residence Act can fall under the hardship regulation, as they are excluded from BAföG and other social benefits that secure their livelihood.

However, more recent decisions by broadcasting organisations have introduced another line of argument specifically targeting students with residence permits under Section 16b of the Residence Act (AufenthG). This argumentation refers to the general eligibility requirement under the Residence Act (Section 5 Para. 1 No. 1 AufenthG) and assumes that international students must have sufficient income to finance the licence fee in addition to securing their livelihood.

#### INFORMATION

The relevant information can be found on the licence fee service homepage:

“In order to obtain a residence permit, international students must prove that they have sufficient financial means to cover their living expenses. A hardship exemption is therefore generally not considered in these cases.”

[https://www.rundfunkbeitrag.de/buergerinnen\\_und\\_buerger/informationen/informationen\\_fuer\\_studierende/index\\_ger.html#ich\\_bin\\_vom\\_bafoeg\\_bezug\\_ausgeschlossen\\_was\\_gilt\\_dann](https://www.rundfunkbeitrag.de/buergerinnen_und_buerger/informationen/informationen_fuer_studierende/index_ger.html#ich_bin_vom_bafoeg_bezug_ausgeschlossen_was_gilt_dann)

23 Lüneburg Higher Administrative Court (OVG) of 12 May 2025 – 8 LA 139/24; Cottbus Administrative Court (VG), ruling of 27 April 2023 – 6 K 1549/20, marginal note 6; Lower Saxony Higher Administrative Court (OVG), decision of 29 November 2017 – 4 PA 356/17; Armborst et al., info also 2018, 238.

24 Baden-Württemberg Administrative Court (VG), decision of 5 August 2022 – 2 S 1214/22, marginal note 12; North Rhine-Westphalia Higher Administrative Court (OVG), decision of 23 May 2022 – 2 A 2434/2, marginal note 12; Hamburg Higher Administrative Court (OVG), decision of 28 March 2022 – 5 Bf 226/21.Z, marginal note 13 ff.

25 So too: Lorenz, jurisPR-ITR 14/2022 note 6.

26 Lüneburg Higher Administrative Court (OVG) of 12 May 2025 – 8 LA 139/24, marginal note 32.

## e. Evaluation

The assumption made by the broadcasting organisations is not in line with the actual financial circumstances of international students. The Federal Constitutional Court (BVerfG) criticised the fact that the broadcaster WDR and the lower and higher administrative courts did not consider the applicant's actual financial situation. Therefore, a notice issued by the broadcasting organisation must show that it has checked whether the individual is in comparable financial circumstances to those of recipients of citizen's benefits.

Here it must be pointed out once again that the BVerfG uses a clear calculation standard based on the standard requirements of the Social Code (SGB II), while the requirement for securing a livelihood in residence law follows a different calculation.

The minimum subsistence level is made up of the following:

- Standard requirement (563 euros for single persons in 2025 and 2026)
- Accommodation costs (usually rent inclusive of water and heating)
- Amounts for health and long-term care insurance as part of the minimum subsistence level, which are paid by the benefit provider for benefit recipients under SGB II/SGB XII (see Hanover Administrative Court (VG), ruling of 29 May 2020 – 7 A 2192/19, marginal note 26)
- Additional study-related requirements amounting to 100 euros, corresponding to the deduction amount in Section 11b Para. 2b Sentence 4 SGB II.<sup>27</sup>

However, it is not the responsibility of the broadcasting organisation to verify whether an individual's income is sufficient to meet the requirements for a residence permit for the purpose of studying.

### FURTHER INFORMATION on the right of residence

The Residence Act (AufenthG) does not require applicants to demonstrate that they can meet all their requirements up to the level stipulated in social security law. For example, international students are entitled to housing benefits under certain conditions. This does not affect their residence status in any way. Nor are international students necessarily excluded from social benefits. In particular, they are entitled to the same discounts for students in municipal institutions as domestic students.

#### **What level of income is sufficient to qualify for a residence permit under Section 16b and Section 2, Para. 3 Residence Act (AufenthG)?**

A monthly lump sum is set for students, which corresponds to the maximum federal training assistance (BAföG) rate. This covers the costs of living, including health and long-term care insurance as well as study-related costs.<sup>28</sup> The actual amount of money is stipulated by the Federal Ministry of the Interior (BMI) in an annual announcement on Section 2 Para. 3 of the Residence Act (AufenthG) on the Minimum Amount Required to Cover Living Expenses.<sup>29</sup> In 2025 and 2026, this is 992 euros per month. If the actual housing costs are less than 380 euros per month, the minimum amount is reduced by this difference. Additional individual costs are not considered when determining the requirements for a residence permit under Section 16b of the Residence Act (AufenthG).<sup>30</sup>

If the income threshold is not met when an existing residence permit is due for renewal, it must be established whether there are exceptional circumstances, such as a temporary emergency beyond the applicant's control, which would allow the residence permit to be renewed. This results from Section 5 (1) No. 1 Residence Act (AufenthG), according to which a person's livelihood must only be secured "as a rule".<sup>31</sup>

27 This legal opinion has not yet been dealt with in case law and literature.

28 Samel in: Bergmann/Dienelt 2025, Section 16b AufenthG, marginal note 9; Frings in Fasselt et al. 2024, Section 26, marginal note 278.

29 Most recently: Federal Gazette of 27 August 2024, BAnz AT 27 August 2024 B1.

30 Bender in: Huber/Mantel 2023, Section 2 AufenthG, marginal note 23.

31 Leuschner in: Hofmann 2023, Section 5 AufenthG, marginal note 10; Frings, info also 2025, 111; Samel in Bergmann/Dienelt 2025, Section

**International students must therefore fulfil the following requirements in order to be exempt from the licence fee:**

1. They must be excluded from entitlement to social benefits.
2. They must have an income which, after deduction of housing costs, the costs of health and long-term care insurance and additional study-related requirements (as yet unclear), corresponds to the standard requirement level under Section 20 SGB II (**for single persons 563 euros in 2025 and 2026**), falls below this or exceeds this by an amount that is less than the licence fee (18.36 euros).
3. The student must not have any assets that can be realised.

**However, proof must always be provided that the student has a minimum income of 992 euros (for 2025 and 2026), as the responsible immigration authority can request information from the licence fee service (Section 87 Para. 1 AufenthG).**

## f. Special constellations

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### Scholarship holders

There is no general exemption from the licence fee for scholarship holders. The case law points out that scholarship holders are not in the same situation as BAföG recipients. However, these decisions were made before the decision of the Federal Constitutional Court (BVerfG), which clearly defined the test criteria for a case of hardship. Since this decision, a blanket exclusion from the hardship regulation is no longer possible. In each individual case, however, the student's entire income and asset situation must be presented.

This is then compared with the minimum subsistence rate required in social security law (standard requirements: 563 euros in 2025 and 2026; accommodation costs inclusive of water and heating; health and long-term care insurance; and study-related additional costs of 100 euros). The book allowance of 300 euros, which is often included in the scholarship, is taken into account as disposable income for living expenses. The licence fee service must carry out a comparative calculation in each individual case in order to ensure that the amount that secures the minimum subsistence level does not have to be spent on paying licence fees.

### Recipients of financial support from Christian student or university communities

International students who receive financial support from a Protestant or Catholic student or university parish can be exempted from the obligation to pay licence fees on presentation of a corresponding certificate. The student or university community will provide support for this application.

### EU citizens who are not entitled to federal training assistance (BAföG)

The licence fee service homepage states:

“Students from EU member states must have sufficient means of subsistence during their stay in Germany. Therefore, an exemption due to hardship cannot usually be considered. However, they can be exempted from the obligation to pay licence fees as a special case of hardship if they receive a study support benefit from their home country that is comparable to BAföG.” [https://www.rundfunkbeitrag.de/buergerinnen\\_und\\_buerger/informationen/informationen\\_fuer\\_studierende/index\\_ger.html#ich\\_bin\\_nur\\_zum\\_studium\\_in\\_deutschland\\_was\\_gilt\\_fuer\\_mich](https://www.rundfunkbeitrag.de/buergerinnen_und_buerger/informationen/informationen_fuer_studierende/index_ger.html#ich_bin_nur_zum_studium_in_deutschland_was_gilt_fuer_mich).

This constitutes important grounds for exemption: Training grants from another EU/EEA country or Switzerland must be taken into account in the same way as German BAföG training assistance.

However, like all other people with a low income, EU citizens can apply under the hardship scheme. EU citizens with an income that does not exceed or only slightly exceeds the minimum subsistence level can invoke a special case of hardship within the meaning of Section 4 (6) Interstate Broadcasting Agreement (RBStV). EU citizens cannot lose their right to freedom of movement simply because their income is not sufficient to pay the licence fee. In contrast to other international students, citizens of the EU/EEA/Switzerland do not have to prove a fixed amount of income. Such a determination by the immigration authorities is even expressly prohibited within the EU/EEA/Switzerland (Article 8 Directive 2004/38/EC, Free Movement of Persons Directive). It is sufficient if they do not claim any benefits to cover their living expenses.

Under no circumstances should they be required to have more money at their disposal than the minimum subsistence level calculated on the basis of the rates of the citizen's benefit.<sup>32</sup> Based on these EU law requirements, if a student does not receive social assistance benefits in their host Member State, this generally indicates that they have sufficient resources.<sup>33</sup> Students from EU/EEA/Switzerland countries cannot be expected to have an income that not only covers the minimum subsistence level, but also other needs (e. g. study-related, health-related or family-related).

The principle of equal treatment under EU primary law (Article 18 TFEU) and the Free Movement of Persons Directive (Article 24 Para. 1 Directive 2004/38/EC) also guarantees them equal access to social benefits.<sup>34</sup>

EU citizens can therefore invoke the hardship rule if they have a low income that does not exceed

- A monthly amount of 563 euros (standard requirement for single persons) +
- Accommodation costs (usually rent inclusive of water and heating) +
- Health insurance +
- 100 euros study-related additional costs (not yet officially recognised) +
- 18.36 euros (licence fee)

The origin of these financial resources and whether they fall below the minimum subsistence level are irrelevant. According to Section 12 Social Code (SGB II), students must not have assets above the exempt amounts.

## EXAMPLES

**a. Carmen** from Spain is studying business administration in Freiburg. She receives a monthly allowance of 400 euros from her parents in Spain and has health insurance in Spain. She lives rent-free with her friend Milla and receives financial support from her when her own income is insufficient. She has no assets of her own. As a BAföG recipient, Milla is exempt from the licence fee. Carmen can submit a hardship application and must then also be exempted (see form attached).

**b. Tore** from Norway is studying in Hamburg and works 25 hours a week as a school assistant. His net salary is 1,200 euros, and he pays 620 euros rent (inclusive of water and heating). His minimum subsistence level is calculated from the standard requirement for a single person of 563 euros plus the rent he pays, i.e. 1,183 euros. His income exceeds this amount by 17 euros, which is less than the licence fee of 18.36 euros. Tore's assets are limited to a balance of 5,000 euros in a call money account. He can submit a hardship application and must be exempted from the licence fee (see form attached).

32 Dienelt in: Bergmann/Dienelt 2025, Section 4 FreizügG/EU, marginal note 28.

33 OVG Bautzen, decision of 28 October 2022 – 3 B 256/22.

34 ECJ, ruling of 14 January 1988 – 63/86; ECJ, ruling of 27 May 1993 – C-310/91; Huber in Huber/Mantel/Brinkmann, IV. Gleichbehandlung, marginal note 38 et seq., 2025.

## 9. What is the correct way to apply for the exemption?

You can use a form that is available on the Internet for exemptions due to a disability or due to the receipt of federal training assistance (BAföG) or other social benefit: [https://www.rundfunkbeitrag.de/buergerinnen\\_und\\_buerger/formulare/befreiung\\_oder\\_ermaessigung\\_beantragen/index\\_ger.html](https://www.rundfunkbeitrag.de/buergerinnen_und_buerger/formulare/befreiung_oder_ermaessigung_beantragen/index_ger.html)

You can print this out and send it to the licence fee service with the related notice. You will need to send a written application by post for an exemption in accordance with the hardship regulation (Section 4 Para. 6 Interstate Broadcasting Agreement (RBStV)). You can use one of the sample applications in the appendix for this purpose:

- a. **Sample application for students from third countries, Annex 1.**
- b. **Sample application for students from EU/EEA countries or Switzerland who are not entitled to federal training assistance (BAföG), Annex 2.**

You will be exempt from the time you begin receiving benefits or provide evidence that you have a low income. You can get exceptions for up to three years in the past. This means that you can submit a hardship application even if proceedings to recover the overdue licence fees have already been initiated against you.

## 10. Appeals against decisions of the broadcasting organisations

You can appeal against a decision of the state broadcasting organisation within one month.

### DEADLINE

- In accordance with Section 74 (1) Administrative Court Procedure (VwGO), the time limit begins on the day after the administrative act is announced.
- If the notice has been formally delivered, the date that the postman has entered on the envelope is deemed to be the date of receipt. If the delivery was deposited at the post office and only picked up later, the deadline is not extended.
- If the notice was sent by normal letter post, the date of posting plus four days will be treated as the date of receipt (Section 41 (2) VwVfG). The date of issue stated in the notice is irrelevant.
- The deadline ends at the end of the day one month after the start of the deadline (postmark 3 June, start of deadline 7 June, end of deadline 7 July 12.00 midnight). If the deadline falls on a Saturday, Sunday or public holiday, the deadline ends at the end of the following working day (Section 31 (3) VwVfG).
- The deadline of one month only applies if the notice contains correct information on legal remedies, i. e. complete and unambiguous information on what legal remedies can be lodged against the decision, within what period and in what form, and with which body. Otherwise, the deadline is extended to one year (Section 58 (2) VwGO).

You must submit any objection you have in writing. The licence fee service does not provide a digital option or a form. You do not necessarily have to give reasons with your objection. However, it is advisable to at least indicate the grounds on which the decision is being contested.

## Sample of an objection

Carlos Studiosus  
 Universitätsstr. 5  
 14165 Berlin

Address [regional broadcasting organisation]

I **appeal** against the broadcasting licence fee notice of xx.xx.xxxx.

At the same time, I request that the suspensive effect of this appeal be restored.

### Statement of reasons:

The notice issued rejects my application for exemption from the licence fee. You reject the application of the hardship regulation under Section 4 Para. 6 Interstate Broadcasting Agreement (RBStV) on the grounds that I, as a student with a residence permit under Section 16b AufenthG, may not refer to my lack of means. You have not therefore reached a decision on the basis of the legal norms in your area of responsibility, but are relying on the law on the residence of foreigners.

However, the decision criteria for the interpretation of the hardship regulation under Section 4 (6) RBStV were bindingly stipulated for the state broadcasters by the Federal Constitutional Court (BVerfG). According to this judgement, my income and assets must be compared with those of people receiving citizen's benefit or social assistance. If my financial means do not exceed the minimum subsistence level determined by the provisions of SGB II/SGB XII, or only exceed it very slightly (up to 18.36 euros), an exemption from licence fees is constitutionally required for reasons of equal treatment in accordance with Article 3 Para. 1 GG.

For your information only, I would like to point out that I am in a position to secure my livelihood in accordance with the requirements of residence law pursuant to Section 5 Para. 1 No. 1 and Section 2 Para. 3 Sentence 5 Residence Law (AufenthG). Neither the law pertaining to foreigners nor the RBStV contain a ban on claiming benefits on the grounds of my residence status.

Yours faithfully

Carlos Studiosus

The appeal has no suspensive effect. This means that the licence fee must still be paid initially. An application can also be made with the appeal to restore the suspensive effect. Legal action can be taken if the appeal is not upheld. The administrative court at the applicant's place of residence has jurisdiction (Section 52 No. 3 Sentence 2 Administrative Court Procedure (VwGO)). The deadline for this is one month from the date of service (see calculation of deadline). It is a good idea to obtain legal support from a professional lawyer.

Legal disputes relating to the exemption from the broadcasting licence fee under Section 4 Para. 1 and Section 4 Para. 6 Interstate Broadcasting Agreement (RBStV) are not subject to court costs in accordance with Section 188 Sentence 2 VwGO and are treated as matters of welfare.<sup>35</sup> The basis for calculating legal fees in administrative court

35 Hamburg Higher Administrative Court (OVG), decision of 27 January 2022 – 5 Bf 349/21.Z.

proceedings is the amount in dispute, which is determined by the court. In disputes concerning the broadcasting licence fee, however, the amount in dispute is very low, as it is based on the amount of the monetary payment demanded under Section 52 (3) of the Act on Court Costs (GKG). This means that the applicable legal work is only remunerated at a low level.

Students who do not have the means to pay the lawyer's fees can apply to the court for legal aid. A standardised national form can be found at: <https://service.justiz.de/prozesskostenhilfe/direktlink>. However, legal aid is only granted if the legal action has a chance of success.

If the cost risk is too high for you, you can file the lawsuit without legal representation and apply for legal aid with a lawyer of your choice.

Plaintiffs can also contact the **Legal Applications Centre of the Administrative Court**. There, legal clerks record applications and declarations in the correct form, according to the plaintiff's wishes and in accordance with legal requirements. As well as taking legal action, you can also apply to restore the suspensive effect of your appeal (Section 80 (5) Administrative Court Procedure (VwGO)) so that the licence fees do not have to be paid until a decision is made by the court. However, the interest of the public institution (broadcasters) in collecting the licence fees carries more weight than the interest of the individual licence fee payer. The administrative court will therefore only order the suspensive effect if it appears predominantly likely that the decision of the licence fee service is unlawful.<sup>36</sup> Appeals are lodged with the Higher Administrative Court or Administrative Court of Justice, if authorised. You can also appeal to the Federal Administrative Court (BVerwG) (Section 13 RBStV, Article 99 of the Constitution (GG)).

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36 Munich Administrative Court (VGH), decision of 31 March 2025 – 7 CS 25.216VG Munich, decision of 16 June 2025 – M 26b S 24.7278.

## 11. List of abbreviations

### A

AA	Federal Employment Agency (Arbeitsagentur)
ARD	Association of Public Service Broadcasters of the Federal Republic of Germany
AsylbLG	Asylum Seekers' Benefits Act (Asylbewerberleistungsgesetz)
AsylG	Asylum Act (Asylgesetz)
AufenthG	Residence Act (Act on the Residence, Economic Activity and Integration of Foreigners in the Federal Territory, Aufenthaltsgesetz)
AufentV	Ordinance Governing Residence (Aufenthaltsverordnung)

### B

BA	Federal Employment Agency (Bundesagentur für Arbeit)
BAB	Vocational Training Grant (Berufsausbildungsbeihilfe)
BAföG	Federal Training Assistance Act (Bundesausbildungsförderungsgesetz)
BAföG VwV	Administrative regulations on BAföG
BAMF	Federal Office for Migration and Refugees (Bundesamt für Migration und Flüchtlinge)
BFH	Federal Fiscal Court (Bundesfinanzhof)
BGB	Civil Code (Bürgerliches Gesetzbuch)
BGBI.	Federal Law Gazette (Bundesgesetzblatt)
BSG	Federal Social Court (Bundessozialgericht)
BVerwG	Federal Administrative Court (Bundesverwaltungsgericht)

### D

DSW	German National Association for Student Affairs (Deutsches Studierendenwerk)
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### E

ECJ	European Court of Justice
EEA	European Economic Area: EU Member States plus Iceland, Liechtenstein and Norway
EStG	Income Tax Act (Einkommenssteuergesetz)
EU	European Union

### F

FreizügG	EU Act on the General Freedom of Movement for EU Citizens (Freizügigkeitsgesetz EU)
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### G

GFK	Geneva Convention Relating to the Status of Refugees
GG	Basic Law (German Constitution; Grundgesetz)

### J

jM Juris	Monthly Legal Journal (Juris – Monatszeitschrift)
jurisPK	Juris Legal Practice Commentaries (Juris – Praxiskommentar)

### K

KK	Health insurance company (Krankenkasse)
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### L

LSG	Regional Social Court (Landessozialgericht)
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### N

NRW	North Rhine-Westphalia
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### O

OVG	Higher Administrative Court (Oberverwaltungsgericht)
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### P

PKH	Legal aid/Procedural costs assistance (Prozesskostenhilfe)
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**R**

RBStV Interstate Broadcasting Agreement (Rundfunkbeitragsstaatsvertrag)  
 RL Directive

**S**

SG Social Court (Sozialgericht)  
 SGB I Social Code – Book I – General Part (Sozialgesetzbuch I Allgemeiner Teil)  
 SGB II Social Code – Book II – Basic Security for Jobseekers (Sozialgesetzbuch II Grundsicherung für Arbeitsuchende)  
 SGB III Social Code – Book III – Employment Promotion (Sozialgesetzbuch III Arbeitsförderung)  
 SGB IV Social Code – Book IV – General Rules for Social Security (Sozialgesetzbuch IV Gemeinsame Vorschriften für die Sozialversicherungen)  
 SGB V Social Code – Book V – Statutory Health Insurance (Sozialgesetzbuch V Krankenversicherung)  
 SGB VI Social Code – Book VI – Statutory Pension Insurance (Sozialgesetzbuch VI Rentenversicherung)  
 SGB VII Social Code – Book VII – Employment Accident Insurance (Sozialgesetzbuch VII Unfallversicherung)  
 SGB VIII Social Code – Book VIII – Children and Youth (Sozialgesetzbuch VIII Kinder- und Jugendhilferecht)  
 SGB IX Social Code – Book IX – Rehabilitation and Participation of Disabled Persons (Sozialgesetzbuch IX Rehabilitation/Teilhabe)  
 SGB X Social Code – Book X – Social and Administrative Procedures (Sozialgesetzbuch X Verwaltungsverfahren)  
 SGB XI Social Code – Book XI – Long-Term Care Insurance (Sozialgesetzbuch XI Pflegeversicherung)  
 SGB XII Social Code – Book XII – Social Assistance (Sozialgesetzbuch XII Sozialhilfe)  
 SGB XIV Social Code – Book XIV – Compensation Law (Sozialgesetzbuch XIV Entschädigungsrecht)  
 SHI Statutory Health Insurance Scheme (Gesetzliche Krankenversicherung)  
 StAG Nationality Act (Staatsangehörigkeitsgesetz)

**T**

TFEU Treaty on the Functioning of the European Union

**V**

VG Administrative Court (Verwaltungsgericht)  
 VGH Higher Administrative Court (Verwaltungsgerichtshof)  
 VO Regulation (Verordnung)  
 VwGO Administrative court procedure (Verwaltungsgerichtsordnung)  
 VwV Administrative provisions (Verwaltungsvorschriften)

**W**

WDR West German Broadcasting Corporation

**Z**

ZDF Second Public Service Broadcaster in Germany

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## 13. Annex

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### **Annexes 1 und 2: Application forms**

Students can use these self-developed forms as application templates. We recommend that counsellors help students to complete and submit their applications.

### **Annex 3: Broadcasting Licence Fee: Information for International Students**

This information handout can be used for display or general information for international students.

### **Annex 4: Peer-to-peer counseling: Help with the Broadcasting Licence Fee**

Author: Chrysoula Perathoraki, residence tutor

This good practice example, developed by a residence tutor, contains general information and step-by-step instructions for registering with and deregistering from the License Fee Service (English). You can share this with international students.

**Anhang 1: Antragsformular Drittstaatsangehörige***Annex 1: Application form Third-country nationals*

**Ich beantrage die Befreiung vom Rundfunkbeitrag.** *I apply for exemption from the licence fee.*

**Name** *Name:* \_\_\_\_\_ **Vorname** *First name:* \_\_\_\_\_

**Geburtsdatum** *Date of birth:* \_\_\_\_\_ **Staatsangehörigkeit** *Nationality:* \_\_\_\_\_

**Anschrift** *Address:* \_\_\_\_\_

**Befreiungsgrund: Härtefall nach § 4 Abs. 6 RBStV wegen geringem Einkommen.**

*Reason for exemption: Hardship case under Section 4 Para. 6 Interstate Broadcasting Agreement (RBStV) due to low income.*

Mein rechtmäßiger Aufenthalt in Deutschland beruht auf  
*I am legally resident in Germany on the grounds of*

- dem Jahresvisum zum Zweck des Studiums  
*an annual visa for the purpose of studying in Germany*
- der Aufenthaltserlaubnis nach § 16b AufenthG zum Zweck des Studiums *a residence permit under Section 16b Residence Act (AufenthG) issued for the purpose of studying in Germany*
- der Genehmigung der Europäischen Mobilität nach § 16c AufenthG  
*authorisation issued for European mobility in accordance with Section 16c Residence Act (AufenthG)*
- der Aufenthaltserlaubnis nach § 16e AufenthG für ein studienbezogenes Praktikum *a residence permit under Section 16e Residence Act (AufenthG) issued for the purpose of completing a study-related internship*
- der Aufenthaltserlaubnis nach § 16f AufenthG für einen Sprachkurs *a residence permit under Section 16f Residence Act (AufenthG) issued for the purpose of attending a language course*

**Ich verfüge über folgendes Einkommen**

*I have the following income*

- Einkommen aus Beschäftigung in Höhe von monatlich netto  
*Net monthly income from employment*
- Einkommen (Gewinn des Vorjahres) aus selbstständiger Tätigkeit, in Höhe von durchschnittlich monatlich  
*Mean monthly income (profit in preceding year) from self-employment*
- Unterhaltszahlungen der Eltern in Höhe von monatlich  
*Monthly maintenance payments from parents of*
- Ein Sperrkonto mit einer monatlichen Zahlungsbegrenzung von  
*A blocked account with a monthly payment limit of*
- Sonstige Einnahmen in Höhe von monatlich  
*Other monthly income of*
- Gesamtbetrag**  
*Total income*

**Von diesem Betrag sind folgende notwendige Ausgaben abzusetzen***Less the following necessary expenses*

- |  |  |
|--|--|
|  | Warmmiete<br><i>Rent, inclusive of water and heating</i>   |
|  | Kranken- und Pflegeversicherung (wird nach § 26 SGB II zusätzlich gezahlt) <i>Health and long-term care insurance (paid additionally under Section 26 Social Code [SGB II])</i>                |
|  | Pauschale für studienbedingte Aufwendungen entsprechend § 11b Abs. 2b Satz 4 SGB II 100 Euro <i>Lump sum for study-related expenses under Section 11b Para. 2b sentence 4 SGB II 100 euros</i> |
|  | <b>Verfügbares Einkommen (maximal 563 Euro + 18,36 Euro)</b><br><i>Disposable income (maximum 563 euros + 18.36 euros)</i>   |

Mein Einkommen reicht aus, um mein monatliches Existenzminimum von 992 Euro entsprechend den Vorgaben des § 2 Abs. 3 AufenthG, konkretisiert durch Bekanntmachung des Bundesministeriums des Innern (BMI) zu § 2 Absatz 3 des Aufenthaltsgesetzes über den Mindestbetrag zur Sicherung des Lebensunterhalts vom 19. August 2024, zu decken.

*My income is sufficient to cover my monthly minimum subsistence requirements of 992 euros in accordance with Section 2 Para. 3 of the Residence Act (AufenthG), specified by the announcement of the Federal Ministry of the Interior (BMI) on Section 2 Para. 3 of the Residence Act on the Minimum Amount Required to Cover Living Expenses of 19 August 2024.*

Ich bin weder durch verwaltungsrechtliche noch ausländerrechtliche gesetzliche Vorgaben von der Inanspruchnahme von Vergünstigungen ausgeschlossen.

*I am not excluded from claiming benefits under administrative or immigration law.*

Um den Rundfunkbeitrag zu bezahlen, müsste ich mein verfügbares Existenzminimum einsetzen, wodurch mein Recht aus Art. 1 Abs. 1 i. V. m. Art. 20 Abs. 1 GG verletzt würde.

*In order to pay the licence fee, I would have to use the amount required to cover my minimum subsistence living expenses, which would violate my rights under Article 1 Para. 1, read together with Article 20 Para. 1 of the Constitution (GG).*

Ich bin auch nicht berechtigt, anderweitig Leistungen zur Existenzsicherung in Anspruch zu nehmen, da ich vom BAföG-Bezug nach § 8 Abs. 2 BAföG und vom Bürgergeldbezug nach § 7 Abs. 5 SGB II ausgeschlossen bin.

*I am not entitled to claim any other benefits to support myself, as I am excluded from receiving federal training assistance (BAföG) under Section 8 Para. 2 of the Federal Training Assistance Act (BAföG) and from receiving citizen's benefits under Section 7 Para. 5 Social Code (SGB II).*

---

 Datum *Date*


---

 Unterschrift *Signature*

**Hinweis:** Im Zweifel gilt immer der deutsche Text.

**Note:** *In case of doubt, the German text always applies.*

**Anhang 2: Antragsformular EU/EWR/Schweiz ohne BAföG-Bezug****Annex 2: Application form EU/EEA/Switzerland without federal training assistance (BAföG) entitlement**

**Ich beantrage die Befreiung vom Rundfunkbeitrag. I apply for exemption from the licence fee.**

**Name** *Name:* \_\_\_\_\_ **Vorname** *First name:* \_\_\_\_\_

**Geburtsdatum** *Date of birth:* \_\_\_\_\_ **Staatsangehörigkeit** *Nationality:* \_\_\_\_\_

**Anschrift** *Address:* \_\_\_\_\_

**Befreiungsgrund: Härtefall nach § 4 Abs. 6 RBStV wegen geringem Einkommen.**

*Reason for exemption: Hardship case under Section 4 Para. 6 Interstate Broadcasting Agreement (RBStV) due to low income.*

Ich bin Angehörige\*r eines Mitgliedstaates der EU, des EWR oder Schweizer Staatsangehörige\*r.  
*I am a national of an EU or EEA Member State or a Swiss national.*

**Ich verfüge über folgendes Einkommen**

*I have the following income*

Einkommen aus Beschäftigung in Höhe von monatlich netto  
*Net monthly income from employment*

Einkommen (Gewinn des Vorjahres) aus selbstständiger Tätigkeit in Höhe von durchschnittlich monatlich  
*Mean monthly income (profit in preceding year) from self-employment*

Unterhaltszahlungen der Eltern, in Höhe von monatlich  
*Monthly maintenance payments from parents of*

Sonstige Einnahmen in Höhe von monatlich  
*Other monthly income of*

**Gesamtbetrag**  
*Total income*

**Von diesem Betrag sind folgende notwendige Ausgaben abzusetzen**

*Less the following necessary expenses*

Warmmiete  
*Rent, inclusive of water and heating*

Kranken- und Pflegeversicherung (wird nach § 26 SGB II zusätzlich gezahlt *Health and long-term care insurance (paid additionally under Section 26 Social Code [SGB II])*

Pauschale für studienbedingte Aufwendungen entsprechend § 11b Abs. 2b Satz 4 SGB II 100 Euro *Lump sum for study-related expenses under Section 11b Para. 2b sentence 4 SGB II 100 euros*

**Verfügbares Einkommen (maximal 563 Euro + 18,36 Euro)**  
*Disposable income (maximum 563 euros + 18.36 euros)*

Mein Einkommen reicht aus, um meinen Lebensunterhalt ohne die Inanspruchnahme von existenzsichernden Leistungen zu bestreiten.

*My income is sufficient to cover my living expenses without having to claim benefits to support myself.*

Ich habe nach Art. 18 AEUV und Art. 24 Abs. 1 Freizügigkeitsrichtlinie Anspruch auf Gleichbehandlung bei der Inanspruchnahme von sozialen Vergünstigungen.

*Under Article 18 of the Treaty on the Functioning of the European Union (TFEU) and Article 24 Para. 1 of the Free Movement Directive, I am entitled to equal treatment when claiming social benefits.*

Um den Rundfunkbeitrag zu bezahlen, müsste ich mein verfügbares Existenzminimum einsetzen, wodurch mein Recht aus Art. 1 Abs. 1 i. V. m. Art. 20 Abs. 1 GG verletzt würde

*In order to pay the licence fee, I would have to use the amount required to cover my minimum subsistence living expenses, which would violate my rights under Article 1 Para. 1, read together with Article 20 Para. 1 of the Constitution (GG).*

Ich bin auch nicht berechtigt, anderweitig Leistungen zur Existenzsicherung in Anspruch zu nehmen, da ich vom BAföG-Bezug ausgeschlossen bin, weil ich die Voraussetzungen nach § 8 Abs. 1 Nr. 2–5 BAföG nicht erfülle. Vom Bürgergeldbezug bin ich nach § 7 Abs. 5 SGB II ausgeschlossen.

*I am not entitled to claim any other benefits to support myself, as I am excluded from receiving federal training assistance (BAföG) as I do not fulfil the requirements under Section 8 Para. 1 No. 2–5 of the Federal Training Assistance Act (BAföG). I am excluded from receiving citizen's benefit in accordance with Section 7 Para. 5 Social Code (SGB II).*

---

Datum *Date*

---

Unterschrift *Signature*

**Hinweis:** Im Zweifel gilt immer der deutsche Text.

**Note:** *In case of doubt, the German text always applies.*

## Annex 3: Broadcasting Licence Fee: Information for International Students

<https://www.rundfunkbeitrag.de/>

All adults living in Germany must pay licence fees. A licence fee is like a tax.

- The licence fee of 18.36 euros per month (2025 and 2026) must be paid **per home**, whether or not you share your accommodation with other people.
- Flats for students also count as a home if they have their own entrance door. Shared flats count as one home, even if you pay rent separately from everyone else in the flat.
- If you have not yet paid a licence fee, you will receive a letter from the licence fee service after you have registered with your local citizens' registration office.

### This letter is important!

**You must complete and return the form in this letter, even if the licence fee for the flat is already being paid by another person.**

**If the licence fee for a flat you live in is not paid, you will incur debts as well as interest and fees for these debts.**



[https://www.rundfunkbeitrag.de/nutzungsHinweise/glossar/index\\_ger.html](https://www.rundfunkbeitrag.de/nutzungsHinweise/glossar/index_ger.html)

- You must inform the licence fee service if you move to another house or flat. If you move in with other people (girlfriend, relative, flat share) who already pay a licence fee for the flat, you will no longer have to pay the licence fee yourself. But you will have to divide up payment of the licence fee with the other person or people living in the flat with you.
- You must inform the licence fee service if you are leaving Germany for good.
- If you only go abroad temporarily but keep your home in Germany, you must continue to pay the licence fee.

### Can I be exempted from paying the licence fee?

#### 1. You can get an exemption by using a form:

- You can use a form that says you are receiving federal training assistance (BAföG), a notice that says you are receiving benefits under the Asylum Seekers' Benefits Act (AsylbLG) or a notice from the job centre (if you are living in your parents' home).
- You can use a severely disabled person's pass with the RF sign. In this case you will only have to pay a reduced licence fee. The licence fee is only waived completely for Deaf-Blind people.

#### 2. You can get an exemption without using a form:

- You can do this by providing proof that your income does not exceed 563 euros + rent (inclusive of water and heating) + 18.36 euros (single person).

**Please seek support from the counsellors at student service organisations.**

## Annex 4: Peer-to-peer counseling: Help with the Broadcasting Licence Fee

Autorin: Chrysoula Perathoraki, Wohnheimtutorin

### Contents

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### What is the Rundfunkbeitrag (Public Broadcasting Licence Fee)?

- After you register at the Town City Hall (“Wohnsitzanmeldung”: don’t forget, you have to do this), you will receive a letter informing you and asking you to register and pay for the “Rundfunkbeitrag”, which is **18.36 euros per month**.
- It does not matter if you have a TV, radio or not, it’s **mandatory for every resident in Germany** to pay the “Rundfunkbeitrag”, that means international students too.
- If you live in a shared apartment, you can pay together with your roommates. For example, if you have only 1 roommate who pays the fee, each one of you needs to pay ( $18.36 \div 2 = 9.18$  euros) every month.
  - Your roommates might be exempted from paying the tax e.g. because of BAföG (student grant) or because they have a second home in Germany. In this case, all the other people who are not exempted living in the apartment still need to pay the whole fee.
- You will be asked to **answer** the letter from the “Beitragsservice” **within 4 weeks**, either by filling out the form included in the letter or online (for instructions see next pages).  
**If you do not answer the letter, you will be automatically registered by them and will still need to pay. If you do not pay the fee within the timeframes, you will be fined.**
- Before you leave Germany, you will have to **de-register** from the “Rundfunkbeitrag”, so that you do not have to pay anymore.



For your information:

“The licence fee is a legally prescribed contribution for citizens [...] For private households, the current fee is **18.36 euros per month**. [...] The contribution serves to finance public broadcasting service based on a contributory model. Contributory means that in principle **all adult citizens** [...] in Germany should make a contribution – **regardless of their actual media use**. [...] If several persons live together in one dwelling, only one person pays the fee, regardless of how many persons live in it or how many devices they use.” (For information about what the “Rundfunkbeitrag” is and how it works check out the following website -available in other languages as well: [https://www.rundfunkbeitrag.de/welcome/englisch/index\\_ger.html](https://www.rundfunkbeitrag.de/welcome/englisch/index_ger.html) )

## Step by step online REGISTRATION for the Rundfunkbeitrag

You can answer the letter about the “Rundfunkbeitrag” online. Search “Rundfunk antworten” or click on the following link: [https://www.rundfunkbeitrag.de/antworten#step\\_aktENZEICHEN](https://www.rundfunkbeitrag.de/antworten#step_aktENZEICHEN)

**Step 1:** Fill in the information asked for and click on “Weiter” (next):

The screenshot shows the website header with logos for various German broadcasters (ARD, ZDF, Deutschlandradio, SR, etc.) and a search bar. The main heading is "Anfrage zur Beitragspflicht beantworten". Below it, a progress bar indicates the current step: "1. AktENZEICHEN" (highlighted in yellow), followed by "2. Antworten", "3. Ergänzende Angaben", and "4. Zusammenfassung".

The form section is titled "Angaben aus unserem Schreiben:" and includes a note: "Pflichtfelder sind mit \* gekennzeichnet." There are two input fields: "AktENZEICHEN \*" (highlighted in yellow) and "Postleitzahl \*" (highlighted in yellow). A yellow box with the text "The 'AktENZEICHEN' is the number written in the first letter you received" points to the first field. Another yellow box with the text "Postal code" points to the second field. A "Weiter" button is also highlighted in yellow.

At the bottom right, there are links for "Datenschutz", "Impressum", and "Zugangsöffnung".

**Step 2:** Check if your address is written correct in the letter you received. If yes, choose “ja”

The screenshot shows the second step of the form, "2. Antworten". The progress bar now highlights "2. Antworten" in yellow. The question is: "Haben wir Sie unter der richtigen Anschrift angeschrieben? \*". Below the question are two radio buttons: "ja" (highlighted in yellow) and "Nein".

Below the radio buttons is a dropdown menu titled "Ihre Antwort \*". The dropdown is open, showing options: "Bitte auswählen...", "Wohnung ist noch nicht angemeldet", and "Wohnung ist bereits angemeldet". A yellow box with the text "Is your address/ are the contact details written, correct?" points to the question.

At the bottom right, there are links for "Datenschutz", "Impressum", and "Zugangsöffnung".

If they have written your address/name/etc. wrong, choose “Nein” and fill in the correct contact details:

1. Aktenzeichen > 2. Antworten > 3. Ergänzende Angaben > 4. Zusammenfassung

Pflichtfelder sind mit \* gekennzeichnet.

Haben wir Sie unter der richtigen Anschrift angeschrieben? \*

Ja  Nein

Anrede \*

Frau  Herr Frau: Mrs/Ms , Herr: Mr

Vorname \*

Your first name

Nachname \*

Your last name

Geburtsdatum

Tag Monat Jahr Date of birth (day-month-year)

Adresszusatz ?

Additional information about your address e.g. room number

PLZ \* Ort \*

Postal code City

Straße \* Hausnummer \*

Street Number

**Next step:** If you live with roommates, ask them if they are registered for the Rundfunkbeitrag and if they say yes, ask for their Beitragsnummer. If they are not registered, decide who will register. You pay together, but the apartment can only have one “Beitragsnummer” (i.e. one person is registered and the rest are registered under his or her “Beitragsnummer” number) Make sure to give your roommate the money for the payment!

1. Aktenzeichen > 2. Antworten > 3. Ergänzende Angaben > 4. Zusammenfassung

Pflichtfelder sind mit \* gekennzeichnet.

Haben wir Sie unter der richtigen Anschrift angeschrieben? \*

Ja  Nein

Ihre Antwort \*

Bitte auswählen... (dropdown menu)

Bitte auswählen... (highlighted)

Wohnung ist noch nicht angemeldet

Wohnung ist bereits angemeldet

The apartment is not registered yet

The apartment is already registered

Datenschutz Impressum Zugangseröffnung

If the apartment is not registered for the Rundfunkbeitrag yet:

The screenshot shows the '2. Antworten' step of the registration process. The question is 'Haben wir Sie unter der richtigen Anschrift angeschrieben? \*'. The 'Ja' radio button is selected. The dropdown menu for 'Ihre Antwort \*' is open, showing 'Wohnung ist noch nicht angemeldet'. Below this, there are two radio button options: 'Die Wohnung ist nicht auf meinen Namen zum Rundfunkbeitrag angemeldet. Ich melde sie deshalb zum Einzugsdatum an:' and 'Die Wohnung ist nicht auf mich, sondern war bisher auf den Namen einer Mitbewohnerin oder eines Mitbewohners zum Rundfunkbeitrag angemeldet. Ich melde sie deshalb zum Auszugsdatum der Mitbewohnerin oder des Mitbewohners auf meinen Namen an:'. Below these options are two dropdown menus for 'Anmeldung zu \*', labeled 'Monat' and 'Jahr'. A yellow box highlights the 'Monat' dropdown with the text 'Month and year of registration'. At the bottom is a 'Weiter' button.

**OPTION 1:** The house is not registered for the Rundfunkbeitrag under my name. I register with my move-in date:

**OPTION 2:** The house is not registered for the Rundfunkbeitrag under my name, but under the name of a roommate. After the date the roommate moves out, I want to register the house under my name. The date:

If the apartment is already registered for Rundfunkbeitrag:

The screenshot shows the '2. Antworten' step of the registration process. The question is 'Haben wir Sie unter der richtigen Anschrift angeschrieben? \*'. The 'Nein' radio button is selected. The dropdown menu for 'Ihre Antwort \*' is open, showing 'Wohnung ist bereits angemeldet'. Below this, there are two radio button options: 'Die Wohnung ist bereits von einer Mitbewohnerin oder einem Mitbewohner zum Rundfunkbeitrag angemeldet.' and 'Die Wohnung ist bereits auf meinen Namen zum Rundfunkbeitrag angemeldet.'. Below these options is a question 'Die Beitragsnummer lautet \* ?' with a text input field containing 'The "Beitragsnummer"'. At the bottom is a 'Weiter' button.

**OPTION 1:** The house has already been registered for the Rundfunkbeitrag by one of my roommates

**OPTION 2:** The house has already been registered for the Rundfunkbeitrag under my name

**Step 3:** Choose how you want to pay the fee. If you're in Germany for a short time, it's probably best to choose "Option 1: Halfway through a 3 month period" since it's easier to pay)

1. Aktenzeichen > 2. Antworten > **3. Ergänzende Angaben** > 4. Zusammenfassung

Pflichtfelder sind mit \* gekennzeichnet.

**Ich möchte wie folgt zahlen:**

**Zahlungsrhythmus \***

- gesetzlich in der Mitte eines Dreimonatszeitraums (zum 15.)
- vierteljährlich im Voraus (1.1./1.4./1.7./1.10.)
- halbjährlich im Voraus (1.1./1.7.)
- jährlich im Voraus (1.1.)

OPTION 1: Halfway through a 3 month period (payment on the 15th of the month)

OPTION 2: 4 times yearly in advance (1.1./1.4./1.7./1.10.)

OPTION 3: Every half year in advance (1.1./1.7.)

OPTION 4: Yearly in advance (1.1.)

If you choose to pay with "Lastschrift from my account" (SEPA depid direct mandate), the fee will be automatically withdrawn and paid from your bank account. You have to fill in following information:

**Zahlungsart \***

- durch Lastschrift von meinem/unserem Konto
- durch Überweisung

Ich ermächtige den Beitragsservice von ARD, ZDF und Deutschlandradio widerruflich, die von mir zu entrichtenden Zahlungen bei Fälligkeit durch Lastschrift von meinem Konto einzuziehen.

**IBAN \* ?**

IBAN

**Geldinstitut**

Wird vom System automatisch ergänzt

**Name des Kontoinhabers ?**

Name of the account owner

 If you choose the option "**Überweisung**" (money transfer), you do not have to give any further information. You will have to remember to transfer the amount of money as often as you choose under the option "Zahlungsrhythmus".

You will receive a letter with the dates your payments are due for some months in advance.

If you forget to pay in time, you will be given 4 weeks after the deadline to pay. If you still do not pay, you will be fined and will have to pay some extra fee on top of the Rundfunkbeitrag.

1. Aktenzeichen    2. Antworten    **3. Ergänzende Angaben**    4. Zusammenfassung

Pflichtfelder sind mit \* gekennzeichnet.

**Ich möchte wie folgt zahlen:**

**Zahlungsrhythmus \***

- gesetzlich in der Mitte eines Dreimonatszeitraums (zum 15.)
- vierteljährlich im Voraus (1.1./1.4./1.7./1.10.)
- halbjährlich im Voraus (1.1./1.7.)
- jährlich im Voraus (1.1.)

**Zahlungsart \***

- durch Lastschrift von meinem/unserem Konto
- durch Überweisung

**Für etwaige Rückfragen:**

Vorwahl    Telefonnummer

Country code    Phone number

E-Mail-Adresse

Email

**→ Weiter**

Datenschutz    Impressum    Zugangseröffnung

For example, according to the choices in the picture above, you have to pay the Rundfunkbeitrag “on the 15th of the month halfway through the 3 months period”, which means that you will pay for 3 months in February:

January	}		
February		Payment due on 15 <sup>th</sup> of February	
March			15 <sup>th</sup> of March: If you forget, that’s the latest possible date of payment without getting fined (payment has to have been transferred by then)

**Step 4:** The final step. You will see a summary of your answers.

Check that all your information is correct, if not click on “Korrigieren” and correct. At the end click on “absenden” (Send/submit)

When the registration is complete, you can take a screenshot or “print” the confirmation.

## Anfrage zur Beitragspflicht beantworten

Der Beitragsservice hat Sie angeschrieben, weil für Ihre Anschrift kein Beitragskonto ermittelt werden konnte. Für Ihre Antwort nutzen Sie einfach dieses Formular. Bitte geben Sie dabei unbedingt das 10-stellige Aktenzeichen  und die Postleitzahl an.

1. Aktenzeichen
2. Antworten
3. Ergänzende Angaben
4. Zusammenfassung

**Aktenzeichen:**

Your answer

← If you need to correct a mistake/ add something

**Persönliche Daten**

Your answer

**Ihre Antwort:**

Your answer

**Ergänzende Angaben:**

Your answer

Pflichtfelder sind mit \* gekennzeichnet.

Bitte geben Sie die zufallsgenerierte Zahl ein, die auf dem Bild zu sehen ist.





← If you can't read it, generate a new image here

Zahl \* 

[Datenschutz](#)
[Impressum](#)
[Zugangseröffnung](#)

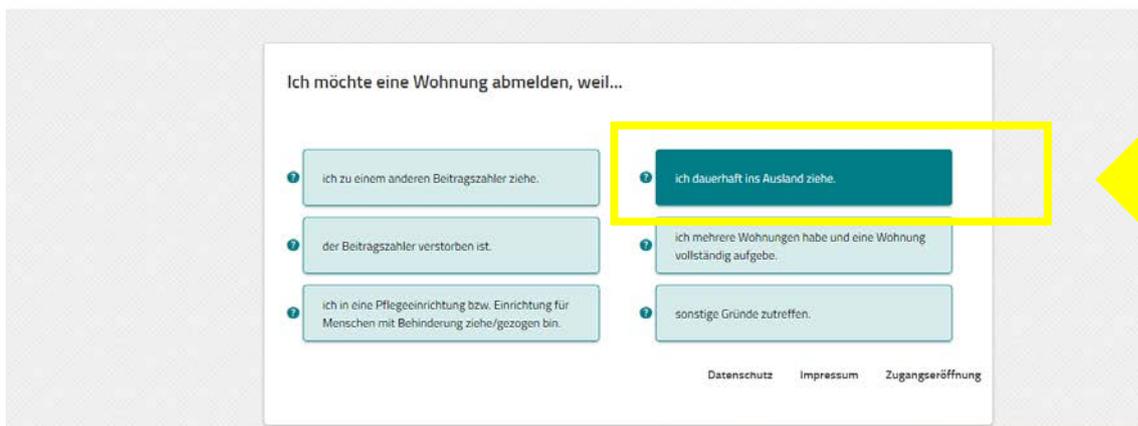
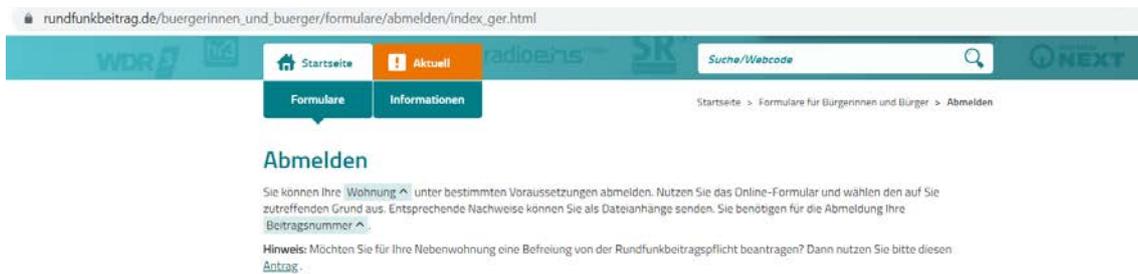
## Step by step online DE-REGISTRATION Rundfunkbeitrag

**Before you leave from Germany you have to de-register from the “Rundfunkbeitrag”!!**

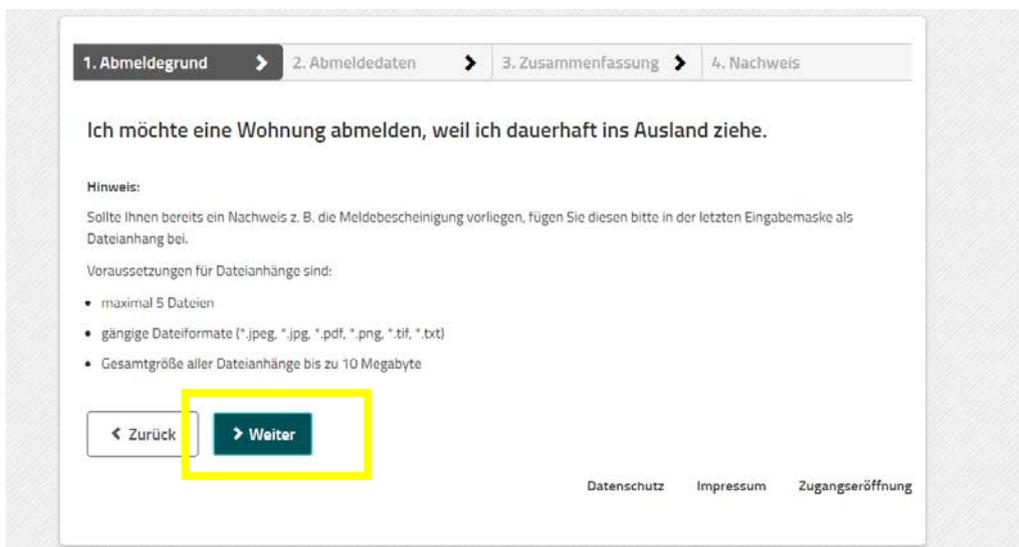
**Step 1:** Follow the link:

[https://www.rundfunkbeitrag.de/buergerinnen\\_und\\_buerger/formulare/abmelden/index\\_ger.html](https://www.rundfunkbeitrag.de/buergerinnen_und_buerger/formulare/abmelden/index_ger.html)

**Step 2:** Choose the reason for de-registering from the Rundfunkbeitrag: “Permanently moving abroad”



**Step 3:** Choose “Weiter” (next)



**Step 4:** Fill in your personal data and click on “Weiter”

1. Abmeldegrund
2. Abmeldedaten
3. Zusammenfassung
4. Nachweis

### Daten zum abzumeldenden Beitragskonto:

Pflichtfelder sind mit \* gekennzeichnet.

**Anrede \***  
 Frau  Herr Ms/Mr

**Vorname \***

**Nachname \***

**Geburtsdatum \***  
 Tag  Monat  Jahr  Date of birth

**Adresse der abzumeldenden Wohnung:**  
**PLZ \***  **Ort \***  Address of the apartment in Germany for which you pay the license fee:

**Straße \***  **Hausnummer \***

**Beitragsnummer \***

**Die vollständige Aufgabe der Wohnung erfolgt zum: \***  
 Tag  Monat  Jahr  Date you move out

---

### Abmeldebestätigung

Die Abmeldebestätigung soll an eine abweichende Anschrift erfolgen: Select: "Send the confirmation to a different address"

**Anrede**  
 Frau  Herr  Firma Mr/Mrs

**Vorname**

**Nachname/Firma**

**Bitte geben Sie an, ob es sich um eine Adresse im In-/oder Ausland handelt?\***  
 Inland  Ausland Choose: "Ausland"(abroad)

**PLZ \***  **Ort \***  Fill in your home address:

**Straße \***  **Hausnummer \***

**Adresszusatz**

**Optional: Für etwaige Rückfragen:**

**Vorwahl**  **Telefonnummer**

**E-Mail-Adresse**

➔ Weiter

**Step 5:** Check if your personal data is correct. If not, correct by clicking on “Korrigieren”. When everything is correct, click on “Weiter”.

**Step 7:** You will receive confirmation of your de-registration. **Download and save the confirmation!!**

About this publication

**Broadcasting Licence Fee — Guidance for Advisers of International Students**

**About the Author**

Prof. Dr. jur. Dorothee Frings

- 1997 to 2017: Professor of Constitutional, Administrative and Social Law for Social Work at the Hochschule Niederrhein – University of Applied Sciences
- 1983 to 1997: Specialist lawyer for Migration Law
- Research projects in the field of Anti-discrimination Law, National and European Migration and Social Law
- Publications, especially booklets for practitioners, in the field of Migration and Social Law

Editing: Judith Gasch, Michaela Gustke (Servicepoint for Intercultural Competence),  
Kristian Willenbacher (Studierendenwerk Heidelberg)

Creation of Annex 4: Chrysoula Perathoraki (residence tutor)

Translation from German: David Allison, InTra eG  
English proofreading: Mark Seidel, InTra eG

Graphics: reisdorf@doppelpunkt.com

Photos:

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Deutsches Studierendenwerk e. V.

Monbijouplatz 11

10178 Berlin, Germany

Phone: +49 30 297727-10

E-mail: [dsw@studierendenwerke.de](mailto:dsw@studierendenwerke.de)

[www.studierendenwerke.de](http://www.studierendenwerke.de)

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# Deutsches Studierendenwerk

Deutsches Studierendenwerk  
Monbijouplatz 11  
10178 Berlin, Germany  
Phone +49 30 29 77 27-10  
[dsw@studierendenwerke.de](mailto:dsw@studierendenwerke.de)  
[www.studierendenwerke.de](http://www.studierendenwerke.de)