

Application for Enrolment at Deggendorf Institute of Technology

First Name, Last Name

Course of Study

Date of Birth

Matriculation Number

Study semester (first semester or higher semester)

Semester

Year

I hereby apply for enrolment at the Deggendorf Institute of Technology as stated above.

This application also relates to the use of the IT infrastructure of the Deggendorf Institute of Technology as per the appendix and the issuance of a student ID card.

The student ID card can be used to pay in the canteen and grants access to the library. It also allows students to use the university's photocopiers and printers. If the ID card needs to be replaced, students must pay for the replacement.

I confirm that the documents specified in the letter of admission will be uploaded by the beginning of the semester at the latest.

I also declare the following:

- I am **not** aware of any past or current court proceedings or police investigations against me which, based on the nature of the offence, might jeopardise my studies.
- I do **not** suffer from any diseases which may affect the health of fellow students.
- I confirm that I have read and understood the enclosed 'General safety briefing for students'.

Do you have a severe disability? (voluntary disclosure)

☐ Yes

☐ No

I am aware that any false or missing information may result in my admission being revoked.

Date, signature (include power of attorney where applicable)

Regulations for the use of the IT infrastructure at Deggendorf Institute of Technology

Legal Basis

I. The applicant is bound by signature

- to the relevant laws (e.g. patent law, copy rights, criminal law)
- to the rules and regulations of the network operator (DFN-Verein, DIT)

User regulations are available at the data center and can be accessed on the Internet via the website.

II. The applicant knows,

- that copying of licensed software is forbidden.
- that the reproduction of banknotes, bonds or any similar malicious act is illegal and will be reported.
- that costs e.g. printouts, disks or CDs may occur. For the actual prices please refer to the intranet.

III. General liability

- The Data Center is not liable and can't guarantee that the information provided is up to date and correct. The user is liable for his actions, especially when violations occur against the law or against the rules and regulations of the operator

General safety briefing for students

Fundamental provisions and instructions


Students must attend briefings and training at the beginning of their studies, before starting a new activity, and on a regular basis, and must follow the instructions of the staff at all times.

- Applies, for example, to activities in lectures, exercises, internships, as a student assistant or during bachelor's and master's thesis.
- For activities involving particular hazards (laboratory, workshops, hazardous substances, etc.), separate briefings and occupational safety training must, at all times, be provided in writing by the respective management/supervision.
- Requirements regarding necessary clothing (e.g. in the laboratory) must be observed, and personal protective equipment provided must be worn.
- Every student is obliged to behave attentively and considerately and to comply with the occupational safety and fire safety regulations. Any identified sources of danger must be reported and the best possible assistance must be provided in emergencies.
- Only use work equipment that is in perfect condition and designed for its intended purpose.
- The use of equipment with an electrical connection is only permitted if it has a current label indicating that it has been tested in accordance with accident prevention regulations or is in perfect condition. Switch off equipment when leaving and avoid possible tripping hazards due to improper cable routing.
(Responsibility lies with the user!)
- Working on live, open electrical equipment and systems is prohibited!
- Laboratory and workshop regulations and operating instructions must be followed.
- The provisions of the Maternity and Youth Protection Act must be observed.
- Observe the [house rules](#) and further regulations in the respective work areas.
- Familiarise yourself with the local escape and rescue routes, first aid, and firefighting equipment.
- Escape and rescue routes must be kept clear and fire doors must be operated properly.

What to do in emergencies


- Keep calm
- Report emergencies immediately, citing precise detail of the location, type and the extent of the emergency
Emergency number (fire department, rescue service): 112
Emergency number (police): 110
- Provide first aid/attempt to extinguish the fire, taking care to protect yourself
- Actively assist with the evacuation, e.g. help people with disabilities
- When alarms sound, leave the buildings immediately and go to the assembly points. Do not use elevators!

Fire Prevention




Naked flames are prohibited

What to do in the event of a fire


<p>Keep calm</p> <p>Report the fire</p> <p>Get to safety</p>	<p>Activate the fire alarm</p> <p>Call the fire brigade ☎ - 112</p> <p>Warn people at risk</p> <p>Assist people in need of help</p> <p>Close doors and windows</p> <div style="display: flex; align-items: center;">  <div style="margin-left: 10px;"> <p>Follow designated escape routes</p> </div> </div> <p>Do not use lifts</p> <p>Leave the building</p> <p>Proceed to the assembly point</p>
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Attempt to extinguish the fire

Use extinguishers



First aid




Finding a person

Principles

Keep calm and quiet


Secure the accident scene

Remember your own safety



Rescue person out of the hazard zone if necessary

Emergency call



Where did it happen?


What happened?

How many casualties?

What kind of injuries?


Wait for queries!

un-conscious




Check consciousness
address loudly, touch and gently shake the person

conscious




help appropriately
e.g. treat the wounds

call for help




Check respiration
clear respiratory tract, tilt the head back, lift the chin, look, listen and feel for movement and breath sounds

normal breathing




recovery position

no normal breathing




Emergency call



30 chest compressions
place hands in the centre of the chest, compression depth 5 – 6 cm rate 100 – 120 per minute


2 rescue breaths
in turns with the mouth or the nose for about 1 sec

have someone fetch the AED*




continuously check consciousness and respiration

Emergency call




* If available, follow the directions of the „Automated External Defibrillator“ (AED)

Rescue coordinator's name:	
First aiders:	
Injured person's name:	
First aid material used:	
First aid notes:	
First aid physician:	
Authorised medical consultation:	
	
www.dggv.de	

learn to help – become a first aider

Information about the training can be obtained from:



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