

State Ordinance
on the Fees in the Areas of Science, Continuing
Education and Research (Special Fee Schedule)
from November 27th, 2014

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Based on Art. 2 Para. 4, Art. 10 Para. 1 Sentence 2, Art. 24 Para. 1 Sentence 2 and Para. 2 and Art. 26 Para. 2 of the State Law on Fees for Higher Education (LGebG) from the December 3rd, 1974 (GVBl. p. 578), last modified by law from October 27th, 2009 (GVBl. p. 364), BS 2013-1, is issued in agreement with the Ministry of Finance:

Art.
1

(1) In the areas of science, continuing education and research, fees for official acts, public services as well as for the use of public institutions and items will be charged according to the attached special fee schedule.

(2) If official acts and public services as well as the use of public institutions and items are not listed in the special fee schedule, fees will be charged according to a comparable fee element of the special fee schedule. If a comparable fee element cannot be determined, a fee is to be charged according to the time required from personnel including material costs and the time required from public institutions and equipment.

(3) For the determination of the fees according to the time required, the personnel requirements including material costs are to be based on the fees in Art. 2 of the State Ordinance on the Fees for General Official Acts (General Fee Schedule) from November 8th, 2007 (GVBl. p. 277, BS 2013-1-1), valid as amended.

(4) For the continuous study program and other continuing education programs at the German University of Administrative Sciences Speyer a fee exemption can be granted based on reasons of public interest.

Art.
2

(1) Unless otherwise specified by the special fees schedule, expenses are included in the fee rates.

(2) The costs for the use of rooms, sports halls, facilities and equipment of state-run colleges and universities by university staff members or third parties for personal use, as long as a fee exemption according to Art. 15 Para. 2 of the Sports Promotion Act from December 9th, 1974 (GVBl. p. 597, BS 217-11) in the relevant version currently in force does not exist, as well as the use of electronic data processing systems of state-run colleges and universities through third parties or for the personal use of university staff members are to be compensated according to the market price.

(3) In addition to the fees and expenses to be charged according to this ordinance, the expenses and fees for the assistance from other authorities, as long as it is requested by these authorities, will be charged additionally. The fees and expenses of the assisting authority are determined with respect to reason and amount according to the legal fee regulations applicable to the assisting authority.

Art.
3

For official acts, public services and the use of public institutions and items which were requested before the effective date of this ordinance, but which were carried out after the effective date of this ordinance, fees and expenses are to be charged according to the law as it was previously applied (Art. 4 Para. 2), provided that this is less expensive for the party liable for costs.

Art.
4

(1) This ordinance will enter into force on the day after its announcement.

(2) At the same time the State Ordinance on the Fees in the areas of Science, Continuing Education and Research (Special Fee Schedule) from October 24th, 2001 (GVBl. p. 269), last modified by article 4 of the law from December 20th, 2011 (GVBl. p. 455), BS 2013-1-17, will cease to be in force.

Mainz, the November 27th, 2014
The Ministry for Education, Science,
Continuing Education and Culture
Vera Reiß

Appendix

Special Fee Schedule
for the areas of science, continuing education, research

| Ord. No. | Item | Fee EUR |
|-------------|------|------------|
|-------------|------|------------|

| | | | |
|---------|---|---------|-------|
| 2.2 | Use of academic libraries of the university or college | | |
| 2.2.1 | Interlibrary loans | | |
| 2.2.1.1 | Use of national interlibrary loan | 3.00 to | 8.00 |
| | Note on Order No. 2.2.1.1 | | |
| | <p>For users entitled to a discount (students; persons who render a service according to article 12a of the Basic Law, according to the Compulsory Military Service Act or within the meaning of the Federal Volunteer Service Act or the Act to Promote Youth Voluntary Services; school students; persons having a disability degree of at least 50; persons receiving basic social benefits for employment seekers according to book II of the Social Code, labor support provision according to book III of the Social Code or social benefits according to book 12 of the Social Code; retirees and pensioners) the fee is to be discounted by half.</p> | | |
| 2.2.1.2 | Use of international interlibrary loan | 4.00 to | 40.00 |
| | Notes on Order No. 2.2.1.2 | | |
| | <ol style="list-style-type: none"> 1. The note on Order no. 2.2.1.1 applies accordingly. 2. Insofar as the use of the international interlibrary loan involves expenses which significantly exceed the charges covered by the basic fee, a fee is to be charged according to the incurred expense, up to 300% of the maximum fee. | | |
| 2.2.2 | Other library delivery service | 2.50 to | 15.00 |
| 2.2.3 | Copy service | | |
| 2.2.3.1 | Per scan / copy | 0.10 to | 40.00 |
| 2.2.3.2 | Output to CD-ROM | 2.00 to | 10.00 |
| 2.2.4 | Flat delivery rate | 2.00 to | 30.00 |

Note on Order No. 2.2.4

Insofar as delivery costs for deadline orders or for other reasons involve expenses which significantly exceed the charges covered by the basic fee, a fee is to be charged according to the incurred expense, up to 150% of the maximum fee.

| | | | |
|-------|---|---------|-------|
| 2.2.5 | Charge for the late return of borrowed texts, per volume or piece for every begun week, for special loan periods measured by days especially from non-lending collections for every begun working day | 1.00 to | 5.00 |
| 2.2.6 | Processing fee for the loss or damage of media or texts | 1.00 to | 30.00 |

Note on Order No. 2.2.6

Insofar as repairs or new purchases are necessary which significantly exceed the charges covered by the basic fee, a fee is to be charged according to the incurred expense, up to 200% of the maximum fee.

| | | | |
|---------|------------------------------------|----------|-------|
| 2.2.7 | User card | | |
| 2.2.7.1 | Issue as chip card | 6.00 to | 30.00 |
| 2.2.7.2 | Second issue | 10.00 to | 15.00 |
| 2.2.7.3 | Second issue as chip card | 15.00 to | 30.00 |
| 2.2.8 | Use fee for non-university members | 10.00 to | 15.00 |

Note on Order No. 2.2.8

The note on Order No. 2.2.1.1 applies accordingly.