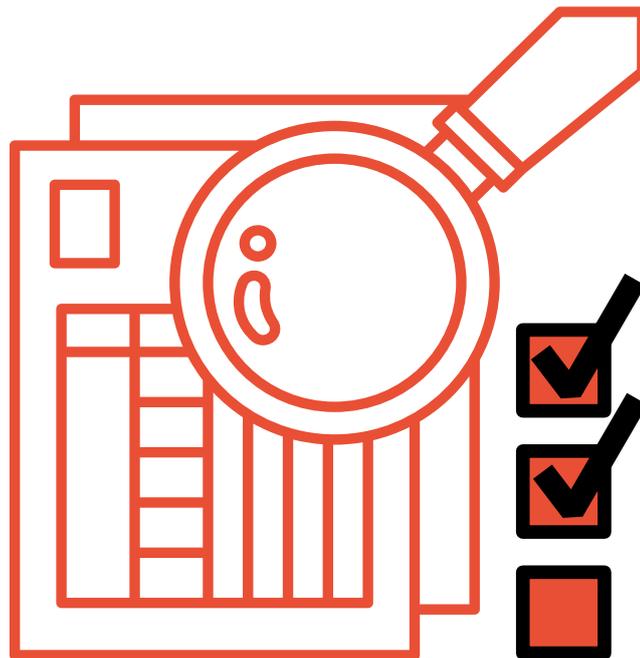




BAFÖG APPLICATION MADE SIMPLE 2026

**Step-by-Step Checklist for Students
From Initial Application to Renewal Application**



**Free Guide for Your Study Financing
With structure through your BAföG application**



What is BAföG?

BAföG is Germany's state-funded student financial aid. The funding consists of 50% grant and 50% interest-free loan. This means you only repay part of the support later.

Why apply early?

BAföG is only paid from the month your application is submitted. It is not automatic and not retroactive for long periods. Therefore, apply as early as possible.

Where do I submit the application?

At the responsible Office for Educational Support (usually organized through the Student Services Office of your university).



Online via: www.bafog-digital.de

Overview of the Most Important Forms

Form 01 – Main Application

Personal information, study program & institution, your own income & assets, and information about your parents' income. Fill out carefully and completely.

Form 02 – Certificate of Enrollment

Confirmation from your university. Usually provided through your enrollment certificate.

Form 03 – Parents' Income

Information about income in the previous calendar year. Submit all required documents.

Form 05 – Proof of Academic Performance (§ 48 BAföG)

Required from the 5th semester onward. Confirms that you are making sufficient academic progress.



Form 09 – Renewal Application

Required after the end of your approval period. Submit on time.

Step-by-Step Guide

1. Find the responsible office

Check your Student Services Office and access BAföG Digital.

2. Prepare your documents

ID card or residence permit, certificate of enrollment, rental contract (if not living with parents), bank statements, proof of income (yours and your parents').

3. Complete the application

Fill out Form 01 completely, attach Forms 02 and 03, and add additional documents if required. If time is short, you can submit an informal preliminary application.

4. Submit the application

Submit online via BAföG Digital or by post to the responsible office.



Date of application: _____

Do not forget your renewal application

The approval period usually lasts 12 months. After that, you must submit a new application.



My approval period ends on: _____



Submit renewal application by: _____



Proof of Academic Performance (§ 48 BAföG)

From the 5th semester onward, you must submit proof that you have achieved sufficient academic progress. Without this, your BAföG entitlement may expire.



My 5th semester begins on: _____

Avoid Common Mistakes

- Application submitted too late
- Documents incomplete
- Parents' income missing
- Incorrect bank details
- Proof of performance forgotten
- Renewal application submitted too late
- Semester abroad not applied for separately



Notes for International Students

International students may also be eligible for BAföG. Eligibility depends on residence status.

- Check EU citizenship status
- Check permanent residence permit
- Provide proof of recognized protection status if applicable
- Seek advice from Student Services
- Pay close attention to deadlines



With structure, your BAföG application becomes manageable

- Apply early
- Submit documents completely
- Plan for your performance proof
- Do not forget your renewal application



Legal Notice

This checklist does not constitute legal advice and is provided for general informational purposes only regarding the BAföG application process. For the binding assessment of individual eligibility as well as the applicable legal regulations, only the responsible Office for Educational Support is authoritative. Despite careful preparation, we assume no liability for the accuracy, completeness, or timeliness of the information provided.

Status: March 2026

We wish you every success with your BAföG application.

Your Staytoo Team