



## Order form – customer card for school children, trainees and students

Please include a passport photograph and, if ordering by post, also a stamped addressed envelope (please include your name and address on the back of the photograph). If renewing an existing customer card, the expired card or a new photo is required.

### Price and validity information

1 ☐ Student/trainee tariff (up to 14 years) ☐ Student/trainee tariff II (15 years and over) ☐ Extension 2 Valid from           to

### Personal data

4 ☐ Ms/Mrs ☐ Mr Date of birth

Surname, name

Street, house number

Postcode, town/city

Daytime telephone number

E-Mail\*

\* voluntary information

### 5 Training location(s)/school(s)

Training location/school

Street, house number

Postcode, town/city

### 6 Other training locations/schools

Street, house number

Postcode, town/city

### 7 Journey(s) and line number(s)

From (name of stop)

To (name of stop)

Transfer stop(s)

### 8 Line number(s)

☐ U ☐ U ☐ U ☐ BUS ☐ BUS ☐ BUS ☐ Tram ☐ Tram ☐ Tram ☐ S ☐ S ☐ S

### 9 Training provider/school/university confirmation (see also Notes)

By signing and stamping the order form, the training provider/school certifies the following:

- The information entered above is correct
- Lessons are being attended regularly (in the case of state schools)
- Lessons are being attended for a minimum of 10 hours per week (in the case of replacement or supplementary schools)

Stamp and signature of the training provider(s)/school(s):

X \_\_\_\_\_

### 10 Customer confirmation

Date and signature of the customer (if under age, the signature of the legal guardian):

X \_\_\_\_\_

Please note the instructions for filling out the form on the left. Thank you!

#### Do not complete this column!

Card valid until

No. of customer cards issued

TKZ Rings

Grüne (young person's) card

☐ Yes ☐ No (part-journey)

Notes:

☐ Tel. consultation concerning entries

☐ Note sent to customer

☐ Number of rings amended after consultation

## Notes on filling out the form

Student/trainee tariff. The following notes will help you to fill out the form correctly. You will be guided step-by-step through each section. We are also happy to provide you with advice over the phone. Just call the MVG hotline (see below).

The information in the individual data fields is required for processing your order.

- 1 In this field please select your desired card type by marking it with a cross.
- 2 Please put a cross here if you wish to extend an existing or already expired card.
- 3 Please enter here the length of the school year, traineeship or university semester.
- 4 Please enter into these fields your surname, first name and date of birth, as well as your full address. Please also include a daytime telephone number. This is important in case there are any queries concerning your application.
- 5 Please enter here the name and address of your training provider/educational establishment (school, traineeship place, college/university, etc.).
- 6 If applicable, please enter here the names of any additional training providers/educational establishments for which the card is required (e.g. vocational college).
- 7 Please enter into this field the required journey. Please note that the card can only be used for travelling between your home and your place of training/school/university. To extend the area of validity you can purchase an additional Grüne (young person's) card (see reverse).
- 8 To avoid processing errors, please include the line number(s) of the means of transportation that you intend to use.
- 9 Once you have filled out the form, get your training provider/school/university to stamp and sign it as confirmation.
- 10 Please check again that all the fields have been filled out correctly and that no important information has been left out. Check whether any additional documents are required before the card can be issued (see the Notes on the reverse). Once you have filled out the form and signed it, please detach the Form Completion Aid.

### Ways of receiving your customer card:

**By mail:** Please send your completed order form (including, if necessary, the documents listed under »Notes« on the order form), a **passport photograph** and a **stamped addressed envelope** to:

- MVG Customer Centre  
Poccistraße 1–3, 80336 Munich
- S-Bahn Munich S-Bahn Customer Centre  
Bahnhofplatz 2, 80335 Munich

**In person:** Take your completed order form (including, if necessary, the documents listed under »Notes« on the order form), a **passport photograph** and – if aged 16 years or over – your **identity card (or passport and registration certificate)** to any of the following locations:

- MVG Customer Centre Poccistraße,  
Poccistraße 1–3, 80336 Munich,  
open Mon to Fri 8:00 – 18:00  
(closed on public holidays)
- Munich East Station, S-Bahn Customer Centre,  
Orleansplatz 11, 81667 Munich,  
open Mon 9:00 – 18:00,  
Tue to Fri 9:00 – 15:15 and 16:00 – 18:00  
(in September and October continuously open  
09:00 – 18:00, closed on public holidays)

The order form, stamped addressed envelope and other documents can also be handed in at the following DB-Reisenzentren (German Railways Travel Centres). **The customer card will be sent by post.**

- München-Pasing
- Dachau Bahnhof
- Erding
- Freising
- Grafing Bahnhof
- Planegg
- Starnberg Nord
- Tutzing
- Wolfratshausen

### Contact information:

Postal address:  
MVG Customer Centre  
Poccistraße 1–3  
80336 München

Visitor address:  
MVG Customer Centre Poccistraße  
Poccistraße 1–3  
Stop: U3, U6 Poccistraße; buses 131, 152  
Opening hours: Monday to Friday 8–18 hrs

Phone Information:  
MVG Hotline 01803/44 22 66  
(Monday to Friday 8:00 – 20:00, 9 cents/minute from a German landline, max. 42 cents/minute from mobile phone networks. Connection prices from foreign mobile phone networks can vary.)

... or on the Internet at  
[www.mvg-mobil.de](http://www.mvg-mobil.de)

# Conditions

(Date: December 2010)

## Entitled groups

**Student/trainee tariff category I customer cards** are issued to children and young persons in education up to 15 years of age (=15th birthday). Customers shall be entitled to receive the cards up until the end of the school year (from August 1 to 31 July of the following year) in which they celebrate their 15th birthday.

**Student/trainee tariff category II customer cards** are issued to the following persons:

- Pupils and students of state schools as defined by the Bavarian law on educational and teaching systems (BayEUG), as well as of private schools sanctioned as replacement or supplementary schools by the State of Bavaria as per the BayEUG unless student/trainee tariff category I already applies, with the exception of specialist colleges/schools run by the German Bundeswehr. Cards are issued on condition that students are attending scheduled lessons regularly, with the total amount of lessons amounting to at least 10 hours per week in the case of private schools.
- Registered students of state universities and colleges (including technical colleges), but not including German army schools and colleges, administrative and civil servant schools and colleges, and community education colleges (see the special arrangement in the next paragraph).
- Persons who attend community colleges or other adult education establishments in order to belatedly acquire the lower secondary school-leaving certificate or the intermediate school-leaving certificate.
- Persons who attend other private schools or educational institutions, provided that they, on account of attendance at these schools or educational institutions, are freed from having to attend a vocational college.
- Trainees (apprentices), subject to presentation of a training contract certified by the responsible trade association.
- Persons who attend a state-accredited occupational preparation course.

- Interns and trainees, provided that the internship or training takes place before, during or after a state-regulated traineeship or period of study at a college/university, in accordance with the valid regulations for training and study.
- Civil service applicants for the lower, middle and executive grades, as well as interns and individuals enrolled on administrative courses for qualification as lower, middle and executive grade civil service applicants, provided they receive no travelling expenses from the administrative authorities.
- Those undertaking voluntary social years, voluntary ecological years or comparable social services.

## Local area of validity

The customer card entitles the holder to use all means of transportation (underground, S-Bahn, trams and buses) in the MVV area, but only on the specified route and only in combination with a valid stamp. Cards are issued **for the journey between the holder's home and place of training/school/college**. Trainees (apprentices) are issued cards for the journey between their homes, places of training and vocational colleges. Cards may be issued for part-journeys.

If a customer wishes to extend the travel area, he/she can purchase a Grüne (young person's) card. The Grüne card can only be purchased in combination with a student/trainee season ticket. It can be purchased for the inner zone, outer zone or the entire network.

Before a customer can purchase a Grüne card, he/she must hold a valid MVV student/trainee tariff ticket (customer card with a valid stamp) for the entire journey between their home and place of training/school/college. For use as a Grüne card, the customer card will be supplemented with the relevant student/trainee tariff category (please bring along your identity card, passport and, if your address is not included on your passport, your registration certificate).

The supplemented card is only valid as a Grüne card when it includes both stamps (for the student/trainee tariff and the Grüne card).

## Notes

The following groups do not require certification by their training provider. The named documents must however be provided:

- **Trainees (apprentices)** aged 20 or over: training contract
- **Students** at the LMU, TUM, FHM, HFF München, Kath. Stiftungsfachhochschule München and Fachhochschule Weihenstephan: the proof of registration document issued for the MVV
- **Interns and trainees:** the internship/training contract

- **Civil service applicants for the lower, middle and executive grades and those enrolled on administrative courses** for qualification as lower, middle or executive grade civil service applicants: confirmation of civil service applicant status or confirmation of course attendance and that no travel expenses are being paid.

In accordance with the regulations of the **German Federal Data Protection Act**, please note that all the data required for processing applications is stored. In doing so, the regulations of the German Federal Data Protection Act are naturally observed.