

Corona concept for examinations in presence at the University of Applied Sciences Worms

Status of 29.05.2020

1. In principle, the current version of the Hygiene Plan Corona for Worms University of Applied Sciences applies. In the following, points relevant to the examination in presence are specified in more detail, which applies throughout the entire examination phase.
2. The instructions of the university staff, especially the supervisory staff of the examinations, must be followed.
3. The stay on the campus grounds (outdoor area and buildings) shall be limited to the absolutely necessary minimum. Persons with fever or respiratory symptoms (unless a medical certificate of harmlessness is available) are not allowed to stay on campus. Persons with acute symptoms of Covid-19 disease must leave the campus immediately.
4. Hand disinfectant dispensers are located at the entrances to the buildings and examination rooms.
5. A mouth and nose protector must be worn in the buildings. Everyone has to carry this with him/herself when entering the campus area and is not provided by the university. The mouth and nose protector may only be taken off after taking the assigned, numbered exam seat when the supervisor announces this. In situations where the 1.5m distance cannot be maintained, e.g. in case of questions to the supervisory staff or for a visit to the toilet, the mouth and nose protector must be put on immediately.
6. In general, care should be taken that the doors of all rooms used, including fire doors, should not be closed, e.g. to exclude door handles as a source of infection. This also applies to the accesses to the toilets, but not to the cabin doors inside the toilets.
7. Writing materials or (in individual cases permitted) aids (calculators, dictionary) may not be passed on to others.
8. Direction and distance signs on the campus are to be strictly observed. Elevators may only be used by one person at a time.
9. For each examination and (in case of several rooms for each candidate (m/f/d)) the specific examination room will be announced. The examinee (m/f/d) must appear usually 30 minutes before the exam.
10. The danger of crowds of people, queues, etc. forming before the start and at the end of the examination or in transit areas is countered by way of route markings, signs, etc. The safety distance of 1.5 meters between each person and the obligation to wear masks is also indicated on exposed posts.
11. The identity check will take place at the entrance of the examination room. The examinee (m/f/d) must have a student ID (or official photo ID in conjunction with a certificate of enrolment) ready. Upon request of the supervisor, the examinee (m/f/d) must briefly remove or fold down the mouth and nose protector. The seat number on the participant list will be communicated to the examinee. The examinee receives the exam in an envelope. This may be opened when the supervisor announces this. The examinee takes the seat on his own (the tables are numbered and a seating plan is

displayed at the entrance). Things that are not needed for the exam, such as bags, etc., are to be placed on the chair next to the table.

12. Additional protection is provided for the attendance check/identity check (spitting protection through Plexiglas pane)
13. Examinees who have finished their exams prematurely can hand them in at the entrance control until 15 minutes before the end of the exam and leave the room after signing the attendance list. The student must wear the mouth-nose protection and observe the distance regulations.
14. The end of the exam will be announced by the supervisors. Afterward, all students put down their writing utensils.
In the order from the exit of the room to the back, each end of the student goes individually to the entrance control, hands in his exam, and confirms the handing in with his signature on the attendance list before he leaves the room. The student has to wear the mouth-nose protection and observe the distance regulations.
15. The examinee then leaves the campus immediately. The minimum distance of 1.5m has to be observed also in this procedure.
16. If there is no automatic ventilation (air conditioning/ventilation system is to be kept in continuous operation), ventilation (shock ventilation or cross ventilation through windows that are opened as completely as possible) is carried out before an examination.
17. Disturbances or violations of the above-mentioned rules can have massive consequences (exclusion from the exam, expulsion, administrative offense / criminal complaint). In these cases, the exam (even if not yet started) can be graded "insufficient" (5,0).