Concepts for teaching and study operations from 6 May 2020

I. Corona pandemic operations stage 2
The Board modifies its concepts for teaching and study operations as follows:

II. Regulations for teaching and examination operations in stage 2
To prevent infection with coronavirus during teaching and examinations in stage 2, the following regulations apply at Ulm University from 25 May 2020:

1. Irrespective of no. 5, no on-site teaching will take place. Teaching is done online. Examinations can be held by video conference, and electronic alternatives to written exams may be used. By way of exception, the Board has permitted oral on-site exams can be substituted using electronic means of information and communication and subject to the condition that this Decision is observed during the exam, in particular the regulations for the proper conduct of oral on-site examinations specified in II a). The Statutes of Ulm University as a consequence of the effects of the corona pandemic in the area of study and teaching of 17 April 2020 apply.

2. In laboratories and other closed spaces as well as in the field where students perform practical work as part of their thesis project, the requirements of the Board’s Corona pandemic plan, operations stage 2, II apply. Special regulations must be met.

3. Oral exams (including doctoral and habilitation exams and the oral defence of final theses) may take place on site if the regulations adopted by the University for teaching and examination operations (specified below under II.a) are followed. These regulations must be complied with. Compliance lies within the responsibility of the lecturer in charge. Oral-practical exams can deviate from these regulations if these exams are in fact not feasible under the provisions of II.a). Any regulations required to safeguard infection protection remain unaffected.

4. In stage 2, only individual exams are to be held. Examiners are asked to give priority to exams cancelled in the second examination period of the winter semester 2019/20.

5. Practical courses as defined in § 2 (1) sentence 2 of the applicable Corona ordinance are possible subject to compliance with the Guidelines for the proper conduct of practical courses and subject to such practical courses being essential. Written on-site exams are also possible as long as regulations ensuring infection protection are
followed. The Guidelines for the proper conduct of practical courses and written on-site examinations must be observed. Special rules for these are prepared by the Board or, for study operations, by the Vice President for Teaching. As soon as they have been adopted, the Concepts for teaching and study operations under II) will be supplemented correspondingly. Academic events essential for teaching, in particular excursions in buildings and on the campus of Ulm University, are permitted by way of exception unless they can be substituted by online events, and subject to compliance with infection protection regulations. If academic events take place outside the campus of Ulm University, the persons responsible for the event must keep in mind that the location may have even stricter regulations than the applicable Corona ordinance, which must also be obeyed.

II a): Regulations for the conduct of oral on-site exams

1. Dezernat (Division) V has defined exam rooms for oral examinations that are easily accessible from car parks and by public transport and well-ventilated. All oral exams must be conducted in these rooms. There are designated rooms for doctoral and habilitation exams. Exam rooms are distributed over the campus; a list of rooms is available under: https://www.uni-ulm.de/studium/pruefungsverwaltung/hinweise-zu-pruefungen-waehrend-des-notbetriebs/. Since Dezernat V must first prepare these rooms for exams under corona conditions, they cannot be reserved for oral examinations before 15 May 2020.

2. Exam rooms must be reserved or booked via the central room allocation service (Zentrale Raumvergabe). The programme or examination coordinators make the bookings. Please contact your programme/examination coordinator for your booking.

3. If the respective statutes regarding study and examination regulations provide this, oral exams are held in the presence of further examination board members; the duration of the oral examination is specified in the respective statutes, possibly in conjunction with the module handbooks.

4. The rooms are equipped with disinfectants. Before each exam, the surfaces of the tables, the chair of the examinee and the door handle must be disinfected by a member of the examination board and the rooms must be ventilated. Sufficient time must be allowed between examination blocks for the change of persons and for cleaning (at least 20 minutes). The cleaning and ventilation concept is displayed in the exam rooms.

5. The house rules of Ulm University apply to all examination participants when they make their way to the exam rooms.

6. There must be a distance of at least 1.5 metres between all persons involved (examiners, examinee, other members of the examination board) (e.g., 3 tables
with 60 cm each). If this minimum distance cannot be maintained, mouth and nose must be covered.

7. The examinee is asked to leave the University premises promptly after the end of the examination.

8. The examinee signs the declaration attached and brings it to the exam. Blank forms are available in the examination room.
Oral examination 
under corona conditions  - Declaration of the examinee 

1. I hereby declare that I have no symptoms suggesting infection with COVID-19 (symptoms of COVID-19 include: cold, sore throat, aching limbs, fatigue, cough, headache, fever > 38°C, chills, shortness of breath),
2. that I am no category I contact person (i.e., “close contact”) of a confirmed COVID-19 sufferer and that I am currently not home quarantined,
3. and that I have not been tested positive for COVID-19 in the past three weeks.

Name in print:
Signature:

Ulm, this

Signed Prof. Dr.-Ing. Michael Weber

II. one copy each to the Board members
III. one copy each to Wh, Wir, Sl for information
IV. to the files 11.12:0005, 83.30:0001, 83.10:0001

TÜMmers