

Regulations for the organisation of examinations at TU Dresden during the Corona Pandemic to be effective as of 4th May 2020

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The University Executive Board of TU Dresden, the Corona Crisis Management Team and the Teaching Planning Team have agreed on the following guidelines for action:

1. Health protection of teachers and students has the highest priority.
2. The summer semester 2020 shall not be a “lost semester”.
3. The current dynamic implementation speed for digital teaching shall be used to the greatest possible benefit for teaching and studying at TU Dresden.

On the one hand, this means that students shall be able to take all the planned exams and thus acquire credit points. On the other hand, examinations can only partially be taken as originally planned in order to protect the health of those involved. In its meeting on 29th April 2020, the Senate of TU Dresden passed the resolution **University-wide regulations for study and examination procedures to cushion the legal uncertainties caused by the corona crisis, decisions of principle of the Senate for the summer semester 2020** (https://tu-dresden.de/tu-dresden/gesundheitsmanagement/ressourcen/dateien/corona/tud-dokumente-intern/200429_Sondersenatssitzung_Pruefungsverfahren_Beschluss_ENG.pdf), which will prevent the negative consequences of deviating from the guidelines of the study documents as far as possible.

This is supplemented by the following stipulations:

1. **Examinations that are performed in person** shall be reduced to the absolute minimum. Following the stipulations of the Senate of 29th April 2020 (see above), students are **not obliged to take part in examinations** of the summer semester 2020. This applies in particular to examinations where the student is required to take part in person.
 - a. **Non-representational examinations** (oral group examinations, presentations, defences, colloquia, etc.) are generally prohibited until further notice. It is recommended to replace these examinations with virtual equivalents („video conferences“). Please note the following:
 - i. The requirements of the examination procedure and the examination regulations are to be adhered to even though the examination is conducted via video conference. This applies in particular to the public / non-public aspects of examinations, to advice on examination results with a closed circle of participants or to the proper appointment and participation of examiners and observers.
 - ii. From a technical point of view, the video conference must run smoothly; it must be ensured that the person connected via video conference can hear the examiner well and is audible themselves, is not distracted, etc. It

¹ The modifications of the document are marked blue.

should also be ensured, as far as possible and depending on the circumstances, that the person to be examined has no possibility of cheating during the examination. It must also be ensured that the examiners fully and directly (without delay) acknowledge and assess the examination and can, therefore, evaluate it independently. This applies in particular to the fact that the oral examinations should run without technical problems and the persons involved must be audible.

- iii. For reasons of data protection, no electronic recording should take place, but a rather conventional logging should be used. The person to be examined must be informed of this before the examination begins. Due to the current situation, the Centre for Information Services and High Performance Computing (ZIH), alongside the *Bildungsportal Sachsen*, provides virtual teaching and examination rooms which, in the case of public defences, also enable the involvement of the university public (BigBlueButton, <https://tu-dresden.de/zih/dienste/videokonferenz>). The use of these virtual rooms is possible under data protection law.
 - iv. Persons to be examined who do not have the required technical means to participate in the virtual examinations offered cannot be obligated to do so. For those concerned, the tests must be offered or made up for after regular university operation has begun. Alternatively, "**online-based examinations in person**" can be applied for, in which the person to be examined is provided with the possibility of video conferencing in a designated room at TU Dresden.
 - v. If, in the course of the examination interview, technical difficulties arise which make the oral examination no longer reliably audible and feasible, the examination must be cancelled ex officio and taken at another date. Extensions of the oral examination in the event of serious technical difficulties are not advisable, as this can disturb the flow of the course of the examination and the concentration of examiners and candidates in a legally significant way.
 - vi. If the examiners and the Examination Board decide not to perform virtual examinations, the scheduled conventional examinations are to be cancelled, i.e. postponed, by the specifications of the Planning Staff Teaching of 16th March 2020. It is not permissible to cancel the corresponding graduation examinations.
- b. **Representational examinations** (written tests, etc.) are permitted in exceptional cases if health protection can be guaranteed.
- i. For this purpose, a security concept analogous to those of classroom teaching must be prepared (https://tu-dresden.de/studium/im-studium/ressourcen/dateien/corona_imstudium/2020-06-09_Uebergang_Praesenzlehre_TUD_ENG.pdf). The Examination Boards are responsible in this respect.
 - ii. If the examiners and the Examination Board decide not to perform individual examinations, these scheduled examinations are to be cancelled, i.e. postponed, by the stipulations of the Planning Staff Teaching of 16.03.2020. It is not permissible to cancel the corresponding graduation examinations.

2. All scheduled **examinations that are not performed in the classroom** (homework, semester papers, etc.) can and shall be completed as planned. If necessary, an extension of the deadline can be requested informally from the Examination Board with good reason. Any disadvantages for students shall be avoided. The stipulations of the Senate of 29th April 2020 (see above) also apply to these examinations in the summer semester 2020.
3. If it is deemed necessary for reasons of health protection or as an adaptation to a different teaching-learning concept, examiners may also offer **significantly different examination formats** in the summer semester 2020. The Examination Boards and the Deans of Studies are to be informed of such options. The experience gained in these examinations shall be documented as well as possible in the interest of further development and the gathering of experience. The stipulations of the Senate of 29th April 2020 (see above) also apply to these examinations in the summer semester 2020.

Also, it has been stipulated that from June 8, 2020, it will once again be possible to participate in written examinations in person until further notice. However, the implementation in virtual formats is still the basic recommendation and ought to be offered in any case for students who do not want to or cannot participate in classroom sessions. A prerequisite to getting access to the written examinations is a written security concept that at least fulfils the requirements of the measure concept and that has been sent to the Dean or the Head of the Central Unit and the Vice-Rector for Academic and International Affairs in advance for their information. The responsibility for the realisation of the access to the written examinations lies with the Deans or the Heads of the Central Units.