Rules for written on-site exams, as of March 1st 2022

Continuously updated COVID-19 regulations of the University of Vienna: https://wiki.univie.ac.at/pages/viewpage.action?pageId=178234952

The following guidelines must be observed:

ADMINISTRATIVE PREPARATION FOR THE EXAM

- For on-site exams, the occupancy capacities of the lecture halls are no longer restricted. Nevertheless, for the purpose of feasibility (identity control, cheating), reduced seating was planned when booking the room. Find out about the current room capacities at https://ssc-physik.univie.ac.at/informationen/vorgaben-und-empfehlungen-fuer-lehrende-wise-2122/#c778044.
- If more than one room is required for the exam, please take care of the allocation of the students to the reserved examination rooms after the allocation by the SSC (= shortly after the end of the registration period = 1 week before the examination date) and inform the registered students about this via u:space email.
- In this case, make sure that there are enough qualified examination supervisors and that you can be reached by phone during the exam.
- Inform examination supervisors of their responsibilities during the exam.
- Attention to groups that require special attention (information here): own rooms or (digital) substitute offer.
- Provide FFP2 masks for employees and in an "emergency" for students.

BEFORE or AFTER THE EXAMINATION

- Registration is mandatory for students. Only registered students are allowed to take the exam.
- Mouth-nose protection: The use of FFP2 face masks is still mandatory during courses and exams. During examinations, an FFP2 mask must also be worn permanently at the place.
- Further recommended: Ventilate the examination room before the exam (during the preparation period) and switch on the ventilation systems (if available) during the exam.
- Further recommended: Prepare the exam in time.

DURING THE EXAM

- Mandatory check of the identity at the seat:
The examiners/examination supervisors are obliged to check the identity of the students by means of photo ID.
- Wearing an FFP2 mask is mandatory during the exam, including at the seat.
- All seats may be used; student seating documentation is no longer mandatory, but is still recommended.
- Recommended use of the cover sheet, which guarantees that an exam is carried out in compliance with study law (download at https://studienpraeses.univie.ac.at/infos-zum-studienrecht/pruefungen/pruefungen-vor-ort-unter-covid-19-bedingungen/).
• In case of non-compliance with the other security regulations, the responsible examiner/examination supervisor must immediately exclude the student from the examination (documentation and information to the study program management required).