

Handout for students for attending written in-presence exams, valid from May 5th. 2023

Attending written in-presence exams is only allowed under strict compliance with the regulations valid on the day of the exam and in accordance with the regulations established by OTH Regensburg.

A) Before the exam

General:

- Individuals who have been diagnosed with a current infection of Coronavirus SARS-CoV-2 are requested not to participate in on-campus academic activities and not to enter the OTH Regensburg.
- If you are unable to take part of the exam due to illness, the contents of this document apply: https://www.oth-regensburg.de/fileadmin/media/studium/studium_organisieren/pr%C3%BCfungen/pdf/kurzinfo_krankheit_im_pruefungszeitraum.pdf. Note: even in the case of a SARS-CoV-2 infection, a medical certificate is required; presentation of a rapid test result is not sufficient.

Procedure:

- Go to your examination room and take your examination seat.

B) During the exam

General:

- Observe the instructions of the examination supervisor (authorized tools, consequences of deceive; withdrawal during the examination due to examination disability; communicative devices must be turned off at the examination seat).

What to consider.

- *if you arrive late for the exam?*
You can take the exam, but the submission deadline will not be postponed.
- *if you want to leave during the exam?*
You must indicate this by hand signal to the examination supervisor. After permission from the examination supervisor, place the exam paper face down on the table and submit your student ID card to the examination supervisor.
- *if you have to terminate the exam due to illness?*
Indicate the examination disability that occurred during the exam to the examination supervisor. You must promptly submit a medical certificate to the examination office. Relevant information is available online <https://www.oth-regensburg.de/en/studieren/im-studium/formales/examinations>.
- *if you have any questions?*
Indicate this by hand signal to the examination supervisor.

C) After the exam

After the exam, gather all of your materials and personal belongings together, turn on your communicative devices if necessary, and leave the room.