

Update: Key points for attendance operation

Date: 06.05.2020

The following regulations apply against the background of the enactment of a Second Bavarian Infection Prevention Measures Ordinance by the Bavarian State Ministry of Health and Care, in ongoing coordination with the Bavarian State Ministry of Science and Art and the Bavarian State Ministry of Health and Care, and with special consideration of the regional particularities of our university's location in a region particularly affected by the corona virus.

General information

The absolute priority in the corona pandemic at the OTH Amberg-Weiden is the protection of students and employees as part of its duty of care. The stay on the university campus in Amberg and Weiden is to be limited to the absolutely necessary extent in the sense of the contact restriction and the distance requirements for the primacy of infection protection. In this context, students shall not enter the university campus and buildings until immediately before the respective event (e.g. borrowing from the library) and then leave again immediately.

Since 27 April 2020, all persons on the university campus and in the buildings have been obliged to wear a mouth-and-nose covering without exception. Students bring their own community masks. It is only possible to deviate from the obligation to wear masks if a minimum distance of 1.5 metres is ensured between individual persons in rooms or outdoors. Group formations are to be avoided.

1. Lectures and seminars in presence form

In the summer semester 2020 there will be no lectures or seminars in attendance until the end of the lecture period. Teaching will be provided via **digital courses**. This applies to all types of courses, e.g. also in the area of further education.

2. Attendance events in the laboratories

Classroom training for practical training in the laboratories and other facilities of the university is possible in a gradual increase and only in exceptional cases, if this is absolutely necessary to achieve the qualification goals. The possibility of alternative solutions such as postponement and the priority of alternative forms of events to be examined must always be verified. Priority is given to the protection of students and staff.

If attendance with students in laboratories and other facilities is absolutely necessary (especially laboratory internships), the following regulations must be observed:

From **Tuesday, June 2, 2020** - subject to the further development of the pandemic - absolutely necessary work can be carried out in laboratories for bachelor or master theses. From Monday, June 15, 2020, further mandatory attendance events for practical training can take place inside or outside of the university - also according to the development.

In laboratories, a calculated usable area of at least 9 square metres per person is to be planned, so that there is a protective area of 1.5 metres in all directions to the next person. This results in the maximum number of persons who may be in a lecture or laboratory room at the same time. The distance regulations must be observed during laboratory practicals and when entering and leaving rooms.

All persons without exception are obliged to wear a mouth-nose cover when using the laboratory. Deviations from the obligation to wear a mouth-nose-cover can only be made if a minimum distance of 1.5 metres is ensured between individual persons in the room and outside (e.g. corridor) in all directions.

In laboratories, disposable towels must be kept available in addition to cleaning materials. Objects (work equipment, tools, etc.) are to be used in a personalised manner wherever possible. If this is not possible, cleaning must be carried out before each use by another person. Rooms and jointly used equipment (tools, experimental equipment, computer keyboards, door handles, etc.) must be cleaned regularly. To reduce the risk of smear infection, handle contacts must be minimized.

Regular ventilation must be ensured for all premises. The seats in lecture rooms and laboratories that are available for use must be marked in accordance with the distance regulation. In addition, the following applies:

- Frontal seating arrangements with a minimum distance of 1.5 metres to the neighbour, in all directions. This corresponds to a calculated usable area of 9 square metres per person.
- If necessary, division into several groups up to the implementation in a combination of attendance and digital operation.

The stay in the building or in the laboratory must be limited to the absolutely necessary extent. Students shall enter the university grounds and building only immediately before the respective event and leave it immediately afterwards.

The compliance with the mentioned hygiene regulations is the responsibility of the respective **laboratory and event management**.

3. Library

For the time being, as before, only the lending and advice of students is possible at the counter. A minimum distance of 1.5 m must also be maintained when accessing and staying in the library. This means that a calculated floor space of at least 9 square metres per person must be planned for the use of the lending desk. If the minimum distance of 1.5 m cannot be safely maintained during visits, everyone must wear a mouth and nose protector. The library is equipped with hand infection dispensers at the entrance.

In a next step, access to the reference collection and to the computers in the library for the purpose of writing a bachelor or master thesis under observation of the hygiene regulations is planned as stage 2. In the case of the implementation of stage 2, separate information will be provided.

4. Examinations

The aim of the university is to enable students to make successful progress in their studies, taking into account the measures currently required. All students are recommended to take the offered examinations in order to avoid a delay in their study progress.

4.1 Examination formats

For examinations, **digital examination offers and alternative examination forms** (e.g. term papers, web colloquia) are to be given priority. The Senate has made special regulations which create the necessary flexibility for the summer semester 2020 to adequately structure the examination situation.

4.2 Time limits and examination regulations

For the summer semester 2020, the examination boards can adapt the **type** and **scope of examinations** to the current situation. Examinations can also be taken in digital form.

Admission requirements can be adapted to the current situation or admissions can be made subject to the reservation of a later catch-up. For the summer semester 2020, the examination board may make deviations from the advance conditions of the study and examination regulations, which allow for further admission.

Deadlines for the obligatory repetition of an examination or for the first time taking an examination are extended ex officio until the end of the winter semester 2020/2021. In addition, the State Ministry of Science and the Arts intends to make a regulation regarding examination-related regular dates and deadlines, according to which regular dates and deadlines linked to the semester or standard period of study will be automatically postponed or extended.

A module examination not passed in the summer semester 2020 is considered not to have been taken (free examination attempt). Passed examinations can be repeated once during the regular examination period of the winter semester 2020/2021 in order to improve the grade, whereby the better examination result counts (this does not apply to final papers).

4.3 Implementation of attendance-based exams

For attendance-based exams, a distance regulation of 1.5 m or 9 sqm per person must be observed. Large rooms with the possibility of air exchange (e.g. gyms, halls) are preferred. Seats that are released for use must be marked. Even in the case of an examination, the stay on the university premises is to be limited to the absolutely necessary extent. For examinations, students shall enter the university grounds and buildings only immediately before the respective examination and leave them immediately afterwards. The formation of groups is to be avoided.

5. Practical study semester

The internship semester can be recognised in the summer semester 2020 upon application by the student even if up to 6 weeks are missing, provided that the educational goal is not impaired. Furthermore, in individual cases it can be approved that the practical study semester be replaced by an application-related project work in the social or scientific field.

Students who are unable to provide proof of admission to a higher semester in the summer semester 2020 (**conditions of advancement**) may be admitted to the higher semester upon application until proof of the practical semester is provided. In particular, the registration for the final thesis can be approved with reservation until proof of the practical semester, in deviation from the regulations in the respective study and examination regulations is provided.

Corresponding applications must be submitted to the study office, stating the reasons for the application. The decision is made by the respective examination board.

6. Computer use in PC pools

Computer use in the PC pools without supervision is not permitted until further notice. Students shall be granted online access to the computers as far as possible.

7. Other events

Events at the OTH Amberg-Weiden such as conferences, farewells for graduates or the presentation of the German scholarships (examples only) are not possible in attendance until further notice.

8. Canteen

The refectories and cafeterias in Amberg and Weiden will remain closed until further notice.

9. Other areas of movement

The stay on other movement areas of the university, e.g. inner courtyards or parking spaces, shall also be limited to the absolutely necessary extent. Students shall enter other movement areas only immediately before an event and leave them again immediately afterwards. The regulations concerning the obligation to wear masks also apply accordingly.

10. Home office and work time models

The regulations regarding home office and on confidence-based working hours will remain in place until revoked and will be adapted to the gradual opening of the university. If there are concerns in the context of the gradual opening of the university, e.g. in connection with events in laboratories, the order may be revoked at any time.

11. Hygiene regulations for compulsory attendance

Work is currently being carried out in parallel to the preparation and implementation of the hygiene, ventilation and room concept for the OTH Amberg-Weiden. Until then, the following must be observed:

- Distance of at least 1.5 m from other persons in all directions, corresponding to 9 sqm per person
- Wearing Community Masks
- Protection of particularly vulnerable persons
- Frequent hand washing and disinfection

University Management

06.05.2020