



## **Information about taking on-campus exams in the winter/spring of 2022**

As of: 10 January 2022

**Because the situation is constantly changing, please refer to the most current information on the website [Study and teaching 2022](#) and in the university's EIN|BLICK newsletter.**

For conducting on-campus exams, the university follows the requirements stated in the most current versions of the general Baden-Württemberg Corona Ordinance (CoronaVO) as well as the more specific CoronaVO "Studienbetrieb" (university operations). These regulations are specified in the most current versions of the University of Konstanz's [General Hygiene Regulations for SARS-CoV-2 Infection Protection](#) and respective resolutions of the Rectorate. To protect against potential infection during on-campus exams, the university has issued [instructions for conducting written and oral on-campus exams](#) under the current conditions. In addition, the responsible teaching staff member must complete a risk assessment for each on-campus exam situation and document having done so.

**As a student, it is important for you to know:**

### **1. Before your exam**

- You may decide for yourself whether to participate in the on-campus exam, unless, in your particular case, the examination regulations require you to register for the exam (ex officio registration). Please check the respective department's options for withdrawing from exams until shortly before they take place. If you are required to register for an exam and you belong to a SARS-CoV-2 risk group, you have the right to withdraw from the exam for good reason. This is also the case if you cannot take part in the exam because you are ill, have to quarantine or are not permitted to access the university as per item III, 8 c of the [Hygiene Regulations](#) of the University of Konstanz. (please also see [FAQ item 1.3.2](#)). Please inform the relevant unit about the quarantine requirement or access ban and state your full name and student ID number as well as the exam affected. This is for all course-related performance assessments: the corresponding Examination Board in the department; for final examinations: the corresponding administrative staff in the Central Examination Office. It is also important to note the following: You can only claim the access ban as per III. 8c) if you have learned of the event which triggers the access ban on the day before the exam or on exam day, as in this case you will not have had the possibility to take a PCR test to check whether you have been infected. If you have been informed of this event in time to take a PCR test, e.g. the university PCR-screening, no access ban applies from the time you receive the negative test result.

- In case of oral exams, an online oral exam (OMP) instead of the on-campus exam may be agreed upon with the examiners. In such a case, please contact your examiners in good time.
- Please note: **In order to take part in an on-campus exam, you must provide proof of vaccination, recovery from COVID-19 or a negative test result (3G-rule).** Please have the corresponding documentation ready when you enter the building. If you have been vaccinated or have recovered from COVID-19, you are also very welcome to participate in the [university's PCR screening](#) on the day before the exam.

## 2. On exam day

- Should you experience new, unclarified typical symptoms of a COVID-19 infection, you are not permitted to participate in the on-campus exam; typical symptoms include difficulty breathing, a new cough, fever and loss of smell or taste.
- You are required to wear a medical mask, FFP2-mask or equivalent when moving around the university. If applicable, you may remove your mask when seated during an exam – please follow the examiners' instructions. We recommend you voluntarily wear a mask during the exam.
- Please keep at least 1.5 metres of space between yourself and others as you enter and travel around the university, in addition to when you enter and leave the exam room.
- You may enter the university using the entrances at A5 (at the i-Point and the number 9 bus stop) and building R as well as at other entrances open to students. You check in using your UniCard and thus document your 2G-status. If you have been tested to participate in the exam, please bring along the printed exam registration and show it, as well as the test certificate, at the 3G registration centre (Mondays to Fridays: 08:00 – 16:00), or outside these hours to the check-in staff at the main entrance next to the i-Point.
- If the exam takes place in the sports hall, please go there directly. While in the sports hall, please wear flat sports shoes with soft soles (sneakers or similar) to protect the sensitive floor.
- Please bring along your own writing utensils and permitted equipment, and use only these items during the exam.
- You must take the seat allocated to you in the exam room. If an exam must take place in two or more rooms due to the large number of participants, students can only take the exam in the allocated room (this way it is possible to trace contacts in case of an infection).
- The classrooms will not be cleaned by cleaning staff in between exams. Please clean the area where you are seated using the cleaning materials available in the rooms. This should take place both before and after the exam.
- If you are diagnosed with a SARS-CoV-2 infection within 4 days of taking the exam, you are required to inform the respective university unit of your infection (see [Test positive?](#)).