



APPLICATION TO CONDUCT AN EXAMINATION WITH PHYSICAL PRESENCE

Please send the application by email to the Vice-Rector for Student Affairs and Teaching, Prof. Dr Anja Senz, dezernat2@zuv.uni-heidelberg.de

Faculty/institute: _____

Contact partner: _____

Telephone: _____

Email: _____

Pursuant to §2 of the Coronavirus Ordinance on Degree-Related Operations (CoronaVO Studienbetrieb), on-campus examinations are limited according to the Infection Protection Law, the Coronavirus Ordinance (CoronaVO) and the Coronavirus Ordinance on Degree-Related Operations. The conducting of an on-campus examination pursuant to § 8 CoronaVO Studienbetrieb can only be permitted on the due discretion of the Rectorate.

I herewith apply to conduct the following examinations with physical presence:

Degree course: _____

Name of examination: ☐ written exam paper ☐ oral exam
☐ other, please describe in detail: _____

Number of participants: _____

Place of examination: _____

Date and time of examination: _____

In the case of several examination dates, an overview is appended. ☐

Responsible for the examination and collection of contact details:
(for the necessary tracing of infection and / or queries about the hygiene protocol)

Name: _____

Tel. (office): _____

Most probable type of data collection: ☐ electronic ☐ analog

The following preconditions are met for the approval of holding an on-campus examination pursuant to §8(1) CoronaVO Studienbetrieb:

- ☐ The examination is absolutely necessary at this point in time to guarantee successful academic progress. Short statement of reasons:

- ☐ The examination must be held on campus. Short explanation:

- ☐ The examination will be conducted according to the relevant hygiene protocol; a risk assessment is available.

On-campus examinations without meeting the distancing requirement:

- ☐ The minimum distance of 1.5 m will be met during the whole examination.
- ☐ The minimum distance of 1.5 m will not be met because ...
- ☐ (1) ... the room occupation will only be up to 60% of allowed capacity.
 - ☐ (2) ... the room occupation will be up to 75% of allowed capacity and incidence level 1 to 3 prevails.
 - ☐ (3) ... the group size will only be up to 35 students (excluding teachers).

Please note: The precondition for participating in events according to (1), (2) or (3), at which the distancing requirement is not expected to be met, is presenting a current negative test, or evidence of vaccination or recovery (3G). By contrast with the other on-campus events in degree-related operations, there is, by way of exception, no obligation to wear a medical mask or breathing protection in the cases according to (1), (2) or (3). However, in the cases (1) to (3) the implementation of the 3G check must be described and a relevant hygiene protocol must be drawn up pursuant to §6 Coronavirus Ordinance on Degree-Related Operations. The Rectorate will advise the locally competent health authorities of the event.

Place, date

Signature of applicant