



Summary of the Regulations and Capacities for Action in the Area of Studies and Teaching based on the decree of the Ministry of Health of the State of Schleswig-Holstein of April 30th 2020 (valid from May 4, 2020) as well as the statutes for the regulation of deviating requirements in favour of students of the University of Lübeck in the state of the Covid-19 pandemic from April 24th 2020 (NBl. HS MBWK Schl.-H. p. 21).

Please use this summary as a guide for your decisions and actions. If you have any of your questions remain unresolved, please contact coronavirus@uni-luebeck.de

Summary

1. Conducting courses (presence teaching)

The following will apply to the various course formats in the 2020/2021 winter semester:

- a. Lectures: Lectures will be held digitally only until the end of the winter semester 2020/2021.
- b. Internships, group work, labs, workshops, etc.: **Selected events** will take place in presence, in compliance with the framework hygiene concept and the documentation obligation. For events that take place in centrally administered rooms, the hygiene concept for lecture halls as well as seminar and meeting rooms applies on the basis of the general hygiene concept in Appendix 2. For events that take place on the premises of institutes or clinics, individual hygiene concepts must be prepared by the teachers or by the respective institute and clinic directors* and sent to coronavirus@uni-luebeck.de.

The number of participants depends on the size of the room and the possible compliance with the minimum distance. In which cases the wearing of a mouth-nose-cover is obligatory, results from the regulations of the framework hygiene concept and the hygiene concept of the respective course.

- c. Students who, according to self-assessment, belong to the **risk group** (Link: https://www.rki.de/DE/Content/InfAZ/N/Neuartiges_Coronavirus/Risikogruppen.html) or who live in the same household with a person who is considered as such, are regarded as excused from attending a compulsory attendance course, provided they apply and present a medical certificate from their family doctor as proof, which does not have to state any specific reasons. In the case of living together with a person belonging to the risk group, a corresponding certificate is also required. The heads of the degree programme, the coordinators of the degree programme and the lecturers are required to inform students who are known to belong to the risk group.



2. Conducting non-curricular course events

Non-curricular events will not take place until further notice. In special cases, a request for exception can be made at raum@uni-luebeck.de and coronavirus@uni-luebeck.de.

3. Shifting of teaching content

Due to the lack of possibility to offer face-to-face courses, it may be necessary to deviate from module and course contents. It is also possible to bring forward certain courses with theoretical content within a semester or across semesters and to postpone courses with practical content.

4. Internship (Practical work)

If an internship is cancelled due to the effects of the Covid-19 pandemic, or if the proven membership of the individual or a person living in the common household prevents participation, the person responsible for the module may, in consultation with the respective examination board and in consideration of the learning objectives, recognise another achievement instead of the internship. In the case of unfinished work placements, the work can be recognised as completed if the learning objectives can be assessed as achieved from the point of view of the person responsible for the module.

5. Setting Teaching Times

The Presidium has set different teaching times for the following courses of study for the winter semester 2020/2021, which have been approved by the Ministry:

- a. 02.11.2020 - 26.02.2021 for Medicine and Psychology BA, 1st S
- b. 19.10.2020 - 12.02.2021 for all other BA, 1st S

6. Exams

Audits during the period the statute is in effect (April 6th, 2020 through September 30th, 2021) shall be handled as follows:

- a. **Oral examinations** shall be administered via video conferencing. The bylaws on the conduct of electronic examinations, the notes in Moodle, and the privacy policy shall apply. In exceptional cases, which have to be justified, oral examinations can be conducted in presence of a minimum number of participants in compliance with the framework hygiene concept and the documentation obligation. A corresponding request must be sent to coronavirus@uni-luebeck. For the organization and execution of oral examinations the regulations of the hygiene and execution concept for examinations apply accordingly (attachment).



- b. **Written examinations** will only take place digitally in February 2021, with the exception of a few fixed examinations. During the presence examinations, the wearing of a medical mouth-nose covering is obligatory for the entire duration of the examination. The regulations of the hygiene concept "Hygiene and implementation concept for examinations" (attachment) apply. The extent to which examinations will take place in presence in March will be decided at the end of February.
- c. **Alternative forms of examinations:** All other written examinations will take place in alternative examination formats. In the case of digital examinations, the statutes on the conduct of electronic examinations, the instructions in Moodle, and the privacy policy apply.
- d. **Bachelor and Master Theses:**
Bachelor's and Master's theses, (rotational) internships and (medical) doctoral theses in laboratories are possible under observance of the hygiene concept and the respective individual hygiene concept after its approval.
- e. Subordinate examinations such as certificates, which are not anchored in the curriculum of the course of studies, shall only take place digitally or as part of the above mentioned classroom teaching.
- f. Students who assign themselves to the **risk group** (Link: https://www.rki.de/DE/Content/InfAZ/N/Neuartiges_Coronavirus/Risikogruppen.html) or who live in the same household as such a person can either withdraw from a scheduled attendance test as excused or contact the responsible teacher. It will then be examined to what extent a separate room can be made available. If this is not the case, students are strongly advised to make use of the possibility of excused non-participation. For the proof of belonging to the risk group, the provisions under 1. c. apply. The above applies accordingly.
- g. **Free Attempts:** for all examinations taken during the period February 1st, 2021, through September 30th, 2021, a failed examination shall be deemed not to have been taken, subject to the effective date of an appropriate provision of state law.
- h. **Retakes:**
Currently, the following applies to retakes of examinations:
 - Retakes of examinations that fall in the period from February 2020 to May 2021 do not necessarily have to be taken. The exam must be repeated by the end of the summer semester 2022 at the latest.



- Repeat dates of examinations that fall in the period from February 2020 to May 2021 do not have to be taken. The exam must be repeated no later than the end of the summer semester 2021.
- i. **Deadlines:** In deviation from the examination procedure order, the inspection of examinations taken in the summer semester 2020 or in the winter semester 2020/2021 is not only possible within four weeks, but within a reasonable period of time after the announcement of the examination result.
- j. **Subject-specific aptitude test:** The work to be performed to prove the subject-specific aptitude test must be completed at the latest by the end of the year following the date defined in the respective programme regulations.

7. Compensation for disadvantages

Students who suffer pandemic-related disadvantages are entitled to consideration in the form of appropriate compensation, provided that suitable evidence is available. This may also include an extension of the processing time for bachelor's and master's theses.

8. Regular Duration of Study

Students can use the form provided to request confirmation from the university that the university will extend the standard period of study by one semester for the winter semester 2020/2021 in accordance with regulations under higher education law that are linked to the standard period of study.

9. Admission Requirements

The examination boards may exceptionally deviate from additional admission requirements defined in the programme regulations and waive them. However, this only applies to those admission requirements which are not mandatorily provided for by higher-ranking law (e.g. state laws, especially the Higher Education Act).

Rules of Conduct

For any presence on campus, the rules of conduct from the framework hygiene concept (available at https://www.uni-lu-ebeck.de/fileadmin/uzl_presse/Nachrichtenbilder/pdf/Rahmenhygienekonzept_Universitaet_zu_Luebeck_deutsch.pdf) must be observed and complied with.



Above all, all persons themselves are to be appealed to not enter the campus in case of symptoms of illness or justified suspicion of an infection and, if necessary, to withdraw from the examination before it begins. The reasons for withdrawal due to a pandemic must be substantiated and, if possible, supported by appropriate documents.

In individual cases, the information sheet on "Dealing with respiratory symptoms / Contact with suspected cases" (available at https://www.uni-lu-ebeck.de/fileadmin/uzl_presse/Nachrichtenbilder/pdf/Rundmail_20200814_1248_Studierende_Mitarbeiter_de_en.pdf) provides assistance.

Strict attention must be paid to the mandatory hygiene. Corresponding posters with the instructions for conduct are available for printing on the homepage under "Regulations on Corona".

The documentation obligations from the framework hygiene concept must be complied.

Digital Teaching

The University of Lübeck has been working for some time on the implementation of the strategy for digitisation in teaching. This provides an optimal basis for the ad-hoc implementation of the technical possibilities in this extraordinary situation.

The steps for the concrete implementation of these tasks are described in detail in the Moodle course "Recommendations for action teaching summer semester 2020" (<https://moodle.uni-lu-ebeck.de/course/view.php?id=5234>). All lecturers of the university are members of the course.

The steps for the concrete implementation of these tasks are described in detail in the **Moodle course "Recommendations for action teaching summer semester 2020"** (<https://moodle.uni-lu-ebeck.de/course/view.php?id=5234>). All lecturers of the university are members of the course.

University Sports

University sport takes place according to the information on the university sport pages.



Central University Library/PC Pools

The Central University Library has been used as follows since 13 May 2020:

1. borrowing books is possible after registration. In addition, since September 14th 2020, books from the textbook collection (first floor) can be borrowed from 10.30 to 12.30 and 16.00 to 17.00. The stock from the 1st and 2nd floors can only be ordered online via the catalog and picked up the next day.
- 2 self-study workstations are available for 4 hours/day after registration either between 9.00 and 13.00 or between 14.00 and 18.00 (this applies primarily to students who are writing their final papers - depending on requirements, this capacity is to be limited per student)
- 3 all information can be found on the homepage of the central university library