

INSTRUCTIONS FOR SAFE EXAMS

Due to the coronavirus pandemic, there are a few things to consider this year in order for exams to be conducted safely.

- If you have a cough, runny nose or other cold symptoms, you are not allowed to participate in the exams!
- The current hygiene regulations, in particular the current recommendations of the Robert Koch Institute and the Federal Centre for Health Education, are to be observed: www.infektionsschutz.de
- Please keep a **minimum distance of 1.50 m** while waiting in line.
- While waiting in line and until you are sitting in the seat assigned to you, you are asked to please wear a face mask, which must be brought with you.
- The mask can be removed to take the exam.
- The exam rooms are opened 30 minutes at the earliest before the exam begins.
- **Please enter the building one after the other.**
- Please find your seat in time.
- Attendance is checked at the tables. **For the attendance check, place your student ID on the table with the name facing up at all times.**
- If you do not have a student ID, you can identify yourself with another official document (e.g. a driver's license or a passport).
- Please remain in your seat until the end of the exam.
- Bring only your student ID, the necessary aids and, if necessary, a drink to the exam. Please place items that are not required for the exam (e.g. jacket) outside your own reach next to your seat.
- Each lecture hall must be entered through a marked entrance and exited through a marked exit.
- At the end of the exam, leave the room one by one.
- Please refrain from discussing questions and concerns with the examiners or exam supervisors when leaving, as the rooms must be closed again immediately and prepared (i.e. cleaned) for the next exam.
- You are only allowed to be in the examination rooms and in the foyer.
- Only the posted maximum number of people allowed to enter the toilets may be in them at the same time.

We wish you lots of success with your exams.