



# 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](mailto:dezernat2@zuv.uni-heidelberg.de)

Faculty/institute: \_\_\_\_\_

Contact partner: \_\_\_\_\_

Telephone: \_\_\_\_\_

Email: \_\_\_\_\_

Pursuant to §1a (2) Corona Ordinance on Degree-related Operations and the Arts, on-campus degree-related operations of universities are generally suspended under §1a (8) 1st sentence Corona Ordinance. A course may only be conducted with physical presence with the permission 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 for permission to conduct the examination with physical presence under §1a (2) Corona Ordinance on Degree-related Operations and the Arts are fulfilled:

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

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

- The examination must be conducted with physical presence and cannot be replaced by the use of electronic information and communication technologies or other methods of distance learning. Short statement of reasons:

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

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Place, date

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Signature of applicant