



## Consent to conduct a video conference examination instead of an oral presence examination

During the period of suspension of attendance examinations due to the Covid-19 pandemic, the university allows in exceptional cases the acceptance of an oral exam in the form of a video conference exam.

Students must meet the technical requirements for video conferencing, take note of the procedure described below for conducting the oral videoconference examination and sign this form prior to the examination, which is usually submitted in the original to the examiner.

Last name, first name:

\_\_\_\_\_

Student ID number: \_\_\_\_\_ Semester of study: \_\_\_\_\_

Study program: \_\_\_\_\_

Exam: \_\_\_\_\_

Examination number: \_\_\_\_\_

Examination date: \_\_\_\_\_ Name of examiner: \_\_\_\_\_

### Instructions for conducting a video conference examination instead of an oral presence examination

- An oral video conference examination will only be held if the technical requirements for a video conference examination are met by the student (terminal equipment with webcam, microphone and loudspeaker available; sufficiently fast Internet connection).
- The person to be examined must identify him/herself to the examiner at the beginning of the examination.
- Only aids approved by the examiner may be used. The person to be examined must ensure that s/he is alone in the room and that no other person enters unnoticed. Attempts to deceive will be sanctioned by grading the exam as 5.0 ('not passed').



- An oral video conference examination is subject to the same conditions as an in person oral exam. A record of the examination is made, but no video recording.
- If the examination is cancelled due to technical problems (e.g. failure, interruption, etc.), the examination attempt is considered void and the examination will be repeated in person, i.e. in the regular manner, as soon as in person examination is possible again.
- If a student takes an oral videoconferencing exam out of her/his own volition and after prior written consent, this is considered an attempt at examination. An exception can only be made if technical problems or malfunctions lead to an interruption of the examination.

The University points out the following difficulties that can occur during an oral videoconference exam:

- There may be technical problems which may cause the conversation to be interrupted or overlap.
- Difficulties may arise during communication because the usual gestures and facial expressions of the examiner may be interpreted differently.
- Conversation flow can be disturbed due to time delays. Interruptions and overlaps in the conversation can increase.
- Although sound and picture quality is checked at the beginning of the exam, the quality of either or both may deteriorate as the test progresses.

I have taken note of the above information. I have been informed that I can also take the oral examination in person as soon as in person examinations are possible again and that it is not possible to withdraw from the examination attempt after the oral videoconference examination has started. Withal, I apply for an oral videoconference examination and by my signature I consent to an oral videoconference examination being held instead of an oral examination in person.

I confirm that I will take the oral video conference examination without the assistance of others, that I will not use any unauthorised aids and that there will be no other person in the room during the examination. I am aware that any attempt at deception will result in the examination being abandoned and the examination being marked with a grade of 5.0.

I am aware that in the event of a possible challenge to the examination, I cannot invoke the form of examination which deviates from the examination regulations.

---

Place, date, signature

