

**RULES OF PARTICIPATION OF STUDENTS, PARTICIPANTS OF DOCTORAL STUDIES
AND DOCTORAL STUDENTS OF THE INTERDISCIPLINARY DOCTORAL SCHOOL OF
LODZ UNIVERSITY OF TECHNOLOGY, PARTICIPANTS OF POST-GRADUATE STUDIES,
COURSES AND TRAININGS IN EXAMS, TESTS AND CONSULTATIONS CARRIED OUT AT
THE PREMISES OF LODZ UNIVERSITY OF TECHNOLOGY**

Group test taking and written exams

1. Only a healthy person can take part in the exam or course completion test, without symptoms suggesting a contagious disease.
2. A person who is at home with a person under quarantine or isolation, or who is under quarantine or isolation himself/herself may not participate in the examination or test.
3. Persons who cannot take part in the exam or test for the reasons enumerated in points 1 and 2 are obliged to justify their absence by submitting a document confirming the need to avoid contacts issued by an authorized entity (state sanitary inspector, doctor).
4. Persons who take the exam or test submit a statement on the absence of health contraindications and voluntary participation in the exam / test at the University, according to the specimen set out in Appendix 6 to this Ordinance, on the form provided by the teacher.
5. Only the person taking the exam and the teacher conducting the exam / test may be present in the room during the exam or test.
6. Exam takers may not bring any unnecessary items to the exam room, including clothes, bags, books, mascots, food and drinks, etc., and use mobile phones. They must store unnecessary items in properly designated places.
7. During the exam, each examinee uses their own writing instruments, ruler, compass, calculator, etc.
8. Only examination sheets and paper provided by the teacher are to be used during the exam or test.
9. The exam takers are required to have and use their own protective equipment covering the mouths and noses - a disposable or reusable mask, or, in the case of people who cannot cover their mouth and nose with a mask, a face shield, throughout the entire duration of the exam. The university does not provide these means of protection. People without a mask or shield will not be allowed to enter the examination room, which will be treated as an absence from the exam or test.
10. It is recommended that both the examinee and the examiner wear disposable protective gloves during the examination. The university does not provide gloves for students.
11. Used masks and gloves should be thrown into the dust bins located at the entrances to the University buildings where exams are held and at the entrances to the classrooms where classes are held.
12. Exam takers must come to the exam in advance.
13. While waiting to enter the examination room, the exam participants should keep an appropriate distance (at least 1.5 m) and keep their mouths and noses covered.
14. Immediately before entering the room, exam takers should disinfect hands (also wearing gloves) using a disinfecting liquid provided by the University.
15. Exam takers enter the examination room individually, at the invitation of the teacher, and take seats indicated by the teacher. It is not possible to independently select and change places and move around the room during the exam or test.
16. The teachers in charge of the exam or test and supporting teachers should keep their mouths and noses covered while moving around the examination room. They can uncover their faces when observing the course of the exam, sitting or standing, while maintaining the necessary distance.
17. Leaving the seats and the examination room after the end of an examination or a test takes place as indicated by the teacher.

18. Exam takers are not allowed to stay in the examination room after the examination or test due to the necessity of disinfecting the places.

Individual examinations and oral tests, face-to-face consultations

1. Only a healthy person, with no symptoms suggesting an infectious disease, may participate in the meeting.
2. A person who is at home with a person under quarantine or home isolation, or who is under quarantine or home isolation himself/herself, may not participate in the meeting.
3. Persons who cannot take the exam or course completion test due to the reasons enumerated in points 1 and 2 are obliged to justify their absence by submitting a document confirming the need to avoid contacts issued by an authorized entity (state sanitary inspector, doctor).
4. Persons who participate in an examination, test or consultation submit a declaration on the absence of health contraindications and voluntary participation in the examination, test or consultation at the University provided by the teacher, according to the specimen specified in Appendix 6 to this Ordinance.
5. During the meeting, only the person taking the exam or the consulted person and the teacher in charge of the exam, test or consultation may stay in the room.
6. Immediately before entering the room, hands must be disinfected (also wearing gloves) using a disinfecting liquid.
7. Persons participating in the exam, test or consultation are required to have and use their own means of covering the mouths and noses - a disposable or reusable mask, or, in the case of people who for health reasons cannot cover their mouth and nose with a mask, a face shield. The university does not provide these means of protection. People without a mask or shield will not be allowed to enter the exam / test / consultation room, which will be treated as an absence from the exam / test.
8. It is recommended that both the student and the teacher wear disposable protective gloves. The University does not provide gloves for meeting participants.
9. Used masks and gloves should be disposed of in the dust bins located at the entrances to the University buildings where the exams or consultations are held and at the entrances to the rooms where the classes are held.
10. Students are not allowed to bring unnecessary things, including clothes, bags, books, mascots, food and drinks, etc., and use mobile phones to the room where the exam takes place. Unnecessary items should be stored in properly designated places.
11. Each person participating in the meeting uses their own stationery, ruler, compass, calculator, etc., excluding examination sheets and paper, which are provided by the teacher.