

Rules for the participation of students/doctoral students in written examinations / assessments administered on the premises of Lodz University of Technology during the period of restrictions on the functioning of the university in relation to the prevention, counteracting and combating COVID-19

1. Only the examiner and the examinee(s) are allowed in the room during the examination/assessment.
2. Only a healthy person, with no symptoms suggesting an infectious disease, may take part in the examination/assessment.
3. No person living in a household with someone in quarantine or self-isolation at home nor one who himself/herself is in quarantine or self-isolation at home may take part in the examination/assessment.
4. Persons who are unable to take part in the examination/assessment on account of the reasons specified in points 2 and 3 above are required to inform the examiner in advance by phone or by e-mail. An additional assessment date shall be set for such individuals.
5. Students taking an examination/assessment shall make a statement concerning their health status and their informed consent to take the examination at the university, using the form provided by the examiner.
6. Examinees may not bring any dispensable items, including bags, books, mobile phones, good luck charms, food, beverages, etc., into the examination room.
7. During the examination, each examinee shall use their own writing supplies, rulers, compasses, calculators, etc.
8. During the examination, only examination sheets and writing paper provided by the examiner may be used.
9. Students taking the examination shall be required to have their own personal protective equipment to cover their mouth and nose - a disposable or reusable face mask or a visor, especially if, for medical reasons, they are unable to cover their mouth and nose with a mask. The University shall not provide masks. Individuals who fail to wear a mask or a visor shall not be allowed into the examination room.
10. Covering the mouth and nose is mandatory before entering the examination room (in the building) and in the examination room, except for the actual duration of the examination, i.e. after all examinees have taken their seats.
11. It is recommended that both the examiner and the examinee wear disposable protective gloves throughout the examination. The University shall not provide gloves for students taking the exam.
12. One should appear for the exam 15 minutes before its start.
13. While waiting to enter the examination room, examinees shall maintain an appropriate distance (at least 1.5 m) and keep their mouth and nose covered.
14. Immediately before entering the room, hands (including gloved hands) should be disinfected using disinfectant provided by the university.
15. Prompted by the examiner, examinees shall enter the examination room one by one and take the seats indicated by the examiner. Choosing and changing seats and walking around the room during the examination are not allowed.
16. Examinees are required to cover their mouth and nose up until they take their seats in the examination room.
17. Both the examinee and the examiner may, should they consider it appropriate, have their mouth and nose covered during the examination, even after taking a seat.

18. Examiners and facilitating instructors shall keep their mouth and nose covered when circulating in the examination room. They may take off their face covering when overseeing the examination while seated or standing, keeping the required distance.
19. Having taken their seat in the examination room (during the examination), examinees must again cover their mouth and nose whenever:
 - 1) they are approached by the examiner to have the question they have asked answered;
 - 2) they have completed working on the examination sheet and wish to return it to the examiner and leave the examination room.
20. Leaving the seats and the examination room after the conclusion of the examination shall proceed according to the instructions of the examiner. Examinees may not leave the examination room during the last 15 minutes before the end of the examination (even if they have finished working on the examination sheet).
21. Examinees are not allowed to stay in the examination room beyond the duration of the examination to enable disinfection to be carried out.