

## University of Pécs, Faculty of Sciences

### **Dean's Order no. 3/2021 (V./26.) on the organization and arrangement of the period of final examination of the 2020/2021 academic year during the state of emergency due to Covid-19 pandemic at the Faculty of Sciences**

*In order to ensure the undisturbed arrangement of the final examinations, and to keep the observance of health, hygienic and security norms and rules at the time of the COVID-19 coronavirus pandemic, and to ensure the professionalism and high quality of the final examination concluding a several years-long education, I hereby order:*

#### **Article 1**

(1)<sup>1</sup> The present order shall apply to all final examinations and extra final examinations (organized till 31 August 2021.) in all BSc and MSc study programs, at the Faculty of Sciences (hereinafter Faculty) of the University of Pécs (hereinafter UP).

(2) The scope of the present order shall not extend to undivided, single-tier teachers' training and to short cycle training teacher training programs. The final examinations are organized for teachers' training by the Faculty of Humanities of the UP.

(3) The scope of the present order shall extend to all civil servants of the Faculty, and all participants of the final examinations, namely to students, to persons eligible for final examination according to the relevant legal regulations, but have no student status.

#### **Article 2**

(1) The Faculty organizes the final exams as an attendance exam according to the general rules.

(2) The Dean can authorize the online final examination on the student's request if the student has non-Hungarian citizenship and stays in a foreign country registered as his/her permanent residence. The request must be submitted to the Registrar's Office at the Faculty by June 4, 2021, the latest. The student should be informed of the conditions of the online final examination in the case of a positive assessment of the request.

#### **Article 3**

(1)<sup>2</sup> Participation in the final examination and extra final examination is possible exclusively during the final exam period at the Faculty.

(2) The exact examination schedule shall be determined based on the number of students registered for the final examination, also taking into consideration the special rules of the present dean's order.

---

<sup>1</sup> The present order was amended on 19<sup>th</sup> July 2021.

<sup>2</sup> The present order was amended on 19<sup>th</sup> July 2021.

(3) The detailed information on the schedule of the final examination shall be published on the official website of the Faculty, three weeks before the examination the latest.

#### **Article 4**

(1) Students can register and withdraw his/her registration online for final examinations in the NEPTUN education system.

(2) By registration the student accepts the rules of this present order.

(3) The final examinations are organized by the Registrar's Office. The maximum number of participating students is twelve, per day and per committee. More than one final examination committee can operate on the same day, however the location of the committees shall be as far from each other as possible and they shall operate in large-size classrooms.

(4) Students will be assigned to specific time periods on the day of their final examination. This assigned period and the date of the final examination shall not be changed on request.

(5) It must be taken into consideration to keep the rules of distance in organizing the final examination.

(6) Only a healthy person, showing no symptoms of illness, can take the final exam.

(7) Institutes of the Faculty are responsible for setting up the final examination committees. The committee is approved by the head of the Institute. The committee shall not include those, who are not willing to be committee members because of their age or other health-related risk factors.

(8) The composition of the final examination committee is regulated by Article 62 of the Code of Studies and Examinations of the University of Pécs. The administrator is responsible for recording the report of the final examination and all administrative and technical work of the committee.

#### **Article 5**

(1)<sup>3</sup> Wearing face mask –covering the mouth and the nose- and usage of hand sanitizer are recommended during the final examination. The hand sanitizer will be provided by the Faculty in the location of the final examination.

(2) The Dean's Office of the Faculty is responsible for the sanitization of the classrooms and restrooms used for final examination.

#### **Article 6**

(1) Before starting the final examination, the participating member of the committee is obliged to confirm the identity of the student under examination (student identity card,

---

<sup>3</sup> The present order was amended on 19<sup>th</sup> July 2021.

national identity card, passport, driving license). The examination cannot be started without this confirmation.

(2) The administrator of the final examination committee must submit to the Registrar's Office the certified record of the final examination by 16.00 on the day of the final examination, but no later than 10.00 on the next working day following the examination.

(3) The Registrar's Office records the Final Examination result in the Neptun study system no later than on the next working day following the exam.

## **Article 7**

(1) The present order comes into force on the day of signature until revoked.

(2) Simultaneously with the entry into force of the present order, the Dean's Order No. 15/2020 (XII.16) shall be repealed.

Pécs, 26 May, 2021

Dr Attila HORVÁTH  
Dean  
Faculty of Sciences

The present order was amended on 19<sup>th</sup> July 2021.

Pécs, 19. July, 2021

Dr Attila HORVÁTH  
Dean  
Faculty of Sciences