



# BUDAPEST UNIVERSITY OF TECHNOLOGY AND ECONOMICS

## **Further measures in relation to enhanced epidemiological protection May 18, 2020**

### **Measures affecting activities of the University on the basis of the Government Decree 211/2020. (V. 16.) on the protection measures in the capital Budapest**

Based on the Government Decree 211/2020 (V. 16.) on protection measures in the capital Budapest (hereinafter: the Protection Decree), the Coordinating Committee shall take the following measures in order to protect the health of citizens of the Budapest University of Technology and Economic (BME) and other persons, as well as to carry out study activities safely and resulting in a low health risk.

The management of BME is committed to the full opening of the University and the restoration of the university's normal work schedule. However, it will implement this opening gradually, keeping potential health risks low and building on the experience gained in the meantime. These measures constitute the first step in this gradual opening-up program.

#### **I. Entering BME campuses, staying in the territory of the institution**

1. A student may not enter BME campuses, except for the doctoral student and the group of students included in items 2 and 3.
2. At the request of the student, with the permission of the dean of his / her degree, the student may enter BME campuses to perform his/her dissertation (dissertation, diploma thesis) if the preparation requires personal activity on BME's equipment on BME's territory.
3. A student of training implemented in international co-operation may enter the territory of the University in order to pass an examination or complex examination in accordance with the regulations of the foreign partner institution. The dean takes care of the observance and control of the protection measures in the exam and complex examination organized in this way.
4. Persons employed by BME, with the exception of a person who has reached the age of 65, may enter the territory of the University.
5. It is mandatory to maintain a protective distance of 1.5 meters on the University premises.

## **II. Recruitments (admission) acts**

1. An act requiring the personal presence of an applicant may not be held in the admission procedure of a master's degree program. Applicants may not enter BME.
2. An act requiring a personal presence may not be taken during an aptitude test organized as part of a general higher education admission procedure. Applicants may not enter BME.

## **III. Exams, complex examinations**

1. Examinations and complex examinations (hereinafter collectively: examinations) shall be organized and conducted in distance work order through information systems, in accordance with the previous measures of the Coordinating Committee, taking into account the guidelines of the University Studies Committee<sup>1</sup>.
2. The reason for organizing the examination in distance work order is that according to the provisions of Section 7 (1) of the Protection Decree, visiting dormitories is still prohibited, and thus thousands of students – considering travel time and lack of accommodation – shall be provided with the opportunity of online exams. Based on the requirement of equal treatment and the application of the same performance assessment method, all students can take the exam uniformly in the form of online techniques.

## **IV. Final exams**

1. The final examination shall be organized and conducted in distance work order through information systems.
2. Exceptionally, only at the request of the student, if the conditions of the examination through information systems are not provided, the final examination may be organized in the form of a presence on the territory of BME. A final examination requiring the personal presence of a student or former student may not be required or requested, however, a student's request for a final examination by personal presence may not be rejected. An instructor will only take the final exam requiring his / her personal presence only on voluntarily basis.
3. The requirements for the final examination with personal presence, in accordance with point 4, shall be provided by the dean of the faculty supervising the programme, in a manner and in cooperation with the Chancellery, who shall supervise it on an ongoing basis and shall have full responsibility for it.
4. During the final exam with personal presence
  - a. a room – regardless of its size – can accommodate up to five people at a time,
  - b. persons participating the final exam are obliged to wear personal protective equipment (mask, gloves)

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<sup>1</sup> Available at: <https://www.kth.bme.hu/en/general-information/downloadable-documents/>

- c. on the University territory the distance of at least 1.5 meters between the persons taking part in the final examination must be maintained throughout the procedure and it must be constantly monitored;
  - d. through continuous supervision of the participants in the final examination, it shall be ensured that no personal contact takes place during the procedure;
  - e. the student participating in the final exam must start the examination after waiting no more than 15 minutes after entering the territory of the University;
  - f. the final examination students, the examiners and the contributors may not use the same IT equipment without prior disinfection, they may not give each other tangible assets, and no other person may occupy a previously occupied, used place without prior disinfection;
  - g. the final examination may not exceed 60 minutes per student in total;
  - h. the final examination report must be kept entirely in electronic form, it must be prepared as an electronic document and provided with digital authentication; the preparation of a report on a paper-based data carrier is prohibited;
  - i. the result of the final examination must be communicated to the candidate immediately after the last element of the examination and the short, closed meeting of the final examination committee, and the candidate must then leave the territory of the University immediately;
  - j. the dean – in a manner agreed with and in cooperation with the Chancellery – shall ensure – if required – the continuous supply of candidates and all participants protective equipment (mask, rubber gloves, hand sanitizer), and ensure safe collection and replacement of used protective equipment;
  - k. the dean – in a manner agreed with and in cooperation with the Chancellery – is obliged to arrange for the final examination environment (classroom, classroom, corridors) and the devices used during the final examination (equipment, IT equipment, other devices) shall be disinfected with a virucidal agent<sup>2</sup> at maximum every four hours before and during the exam.
5. The detailed faculty rules for conducting the final examination shall be established by the dean within the framework of active legislations, the university organization regulators and the present measures.

*The Coordinating Committee*

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<sup>2</sup> As per the NM Decree 18/1998 (VI. 3.) on the epidemiological measures necessary for the prevention of diseases and epidemics