

# #staysafe

## How to protect ourselves and others.

### Guidelines for students

The following instructions and guidelines represent a first step towards slightly easing the access restrictions in place at FH JOANNEUM from 4 May 2020.  
Protect yourself and your fellow students.

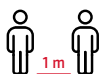
#### Study online wherever possible.

Teaching and exams are delivered online where possible. If this is not possible, exams and courses can be held in small groups from 18 May 2020, provided that the safety distance and hygiene rules are observed. For more detailed information, please contact your lecturers.

Physical presence at FH JOANNEUM should be reduced to a minimum. Meeting with fellow students and lingering in the FH JOANNEUM learning areas is not permitted.

Please note that students who suspect that they may be infected with the coronavirus must immediately inform FH JOANNEUM by sending an email to [covid-19@fh-joanneum.at](mailto:covid-19@fh-joanneum.at).

#### Studying at FH JOANNEUM is possible under the following three conditions:



1. A distance of one metre must be maintained from other people in all FH JOANNEUM rooms and open areas.



2. A face mask must be worn in all FH JOANNEUM communal areas if a one-metre distance cannot be maintained.



3. The following hygiene rules must be observed:

- Disinfect your hands when entering the FH JOANNEUM premises.
- Observe coughing and sneezing etiquette.
- Practise good hand hygiene. Disinfectant dispensers are available at the entrances.
- Please stay at home if you have symptoms such as a high temperature, a dry cough or if you feel unwell.

#### What this means for everyday university life:

##### 1. Contact with the degree programme

Contact with the degree programme and the lecturers can be maintained virtually via email or phone. Offices are not open to students at the present time.

##### 2. In-person exams

###### 2.1. General information

In-person exams will only be carried out if absolutely necessary or if online exams are not possible. A distance of 1 metre must be maintained from other students and FH JOANNEUM staff throughout the entire examination. Students will be informed in good time about the form, place and time of the exam.

## 2.2. Before the exam

Please ensure you arrive no earlier than immediately before the scheduled start of the exam. The floor markings in the corridor prior to admission must be respected. A distance of at least one metre must be maintained in the waiting area and a face mask must be worn. Students are requested to bring their own mask. Disinfectant wipes and disposal bins will be provided by FH JOANNEUM at the entrance of the lecture hall.

## 2.3. During the exam

- You can remove your face mask once you have taken your seat.
- Disinfectant wipes for hand cleaning are available at the entrance to the lecture hall. Use these wipes to clean the work surfaces before and after the examination.
- Sufficient ventilation must be ensured. Lecturers cannot answer questions from individual students during the examination because a minimum distance of 1 metre must be maintained at all times.
- In-person exams are conducted according to clear instructions which must be followed by both students and lecturers.

Exams may only be completed if these provisions are consistently complied with.

## 2.4. After the exam

After the exam, the examination area must be cleaned using the disinfectant wipes provided. You should put on your face mask immediately before leaving the room. Lingering in the entrance area is not permitted! Please leave the FH JOANNEUM premises immediately after the exam.

## 2.5. Substitute exams for specific groups of people

Students who can provide evidence that they are not able to sit an in-person exam (because they are in quarantine, belong to a risk group, cannot enter Austria, have care duties, are allergic to disinfectants) are entitled to a substitute exam.

## 3. Face-to-face courses and lab exercises

Lectures and lab exercises are provided online, where possible. If this is not possible, courses can be held in small groups from 18 May 2020, provided that all degree programme instructions and the safety distance and hygiene rules applicable to exams are followed. The detailed rules can be obtained from the relevant degree programme.

## 4. Library

The Library is open to students, subject to restrictions. For more detailed information go to:  
<https://www.fh-joanneum.at/hochschule/services/bibliothek/ausnahmeregelungen-covid-19/>

Access to the FH JOANNEUM buildings is only possible using the student card. For your personal safety, we ask you to enter one at a time using your access card. In this way, you can be notified if you have come into contact with a confirmed case of COVID-19 in compliance with applicable data protection provisions.

For more information about access card renewal, call T: +43 316 5453-0 from MON – THU 8:00 – 17:00 and FRI 8:00 – 14:00.

Further information is available at [www.fh-joanneum.at/staysafe](http://www.fh-joanneum.at/staysafe)