

# Public announcement

## “Amtliche Bekanntmachung der Fachhochschule Südwestfalen - Verkündungsblatt der Fachhochschule Südwestfalen” - of South Westphalia University of Applied Sciences

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### **Online-based open-book examinations with online proctoring**

The Rectorate of the South Westphalia University of Applied Sciences decided in its 86<sup>th</sup> meeting on 06/01/2021 upon the following decision on online-based open-book examinations with online proctoring:

#### **Resolution:**

The form of written examinations is supplemented by the form of online-based open-book examinations with online proctoring via the ZOOM video conferencing system. These are written examinations which the students take individually and independently, usually at their home workstation, without the need to be present at the university. Proof of the identity of the candidates and supervision take place within the framework of a video meeting. The identity check is carried out by checking the student ID card. Candidates are required to declare in lieu of an oath that they have completed the examination independently and without unauthorised assistance.

This form of examination is used in suitable modules and is determined by the instructor; it will be announced in the examination schedule. The assignments are provided in the video meeting. Details on the handing out, processing and submission of the examination papers are regulated and announced by the instructor.

The instructor or a contact person appointed by the examination board is available for telephone or electronic queries by the candidates during the examination as an online-based open-book examination.

If the relevant examination regulations for written examinations stipulate that a candidate may take a supplementary oral examination upon request before the grade

"not sufficient" is assigned after the repetition of an examination, this shall also apply to this form of written examination.

**This provision is valid to ensure a proper operation of the examination system during the extraordinary situation due to the epidemic and is therefore initially limited to the examinations assigned to the winter semester 2020/2021.**

Note:

*After the expiry of one year after the publication of these regulations, violations of procedural or formal requirements of the Higher Education Act or of the university's regulations or other law may only be invoked in accordance with the requirements of § 12 paragraph 5 of the Higher Education Act of North Rhine-Westphalia, otherwise such a complaint is excluded.*