



**Corona guidelines for  
study programs in  
summer semester 2020**

Last revised: August 10, 2020 – Version 2.2

## Change history

Changes to version 2.1 from July 21, 2020 are marked in red:

### P. 21: ch. IV. 5. Examination reviews

With immediate effect, examination reviews are permitted up to a maximum group size of 20 persons (including employees), provided that they take place in a sufficiently large room and that compliance with the hygiene and distance regulations of the SARS-CoV-2 hygiene concept is ensured. The information on the ban on access and participation in Chapter IV, 3.3. applies accordingly.

If, under these conditions, viewings of the examinations can only be offered to a limited number of candidates, priority must be given to the following students via a registration procedure: students who are threatened with unenrollment because of the loss of right to admission to examination, who wish to review the written examination before an oral continuation examination or for whom the next repeat examination is the last attempt to pass the exam.

The decision as to whether a date can be offered for an examination review under these conditions is at the examiner's discretion.

Physical viewings of graded exams can only be carried out if it is possible to comply with the applicable regulations pertaining to infection prevention. Due to the fact that infection prevention regulations cannot be complied with in the case of examinations involving a large number of participants, viewings of graded exams with a group size of more than 20 persons are still not possible. We are currently unable to say when viewings with a larger number of participants will be possible in the future.

In accordance with exam regulations, students must be offered the chance to view their graded exam papers within one year after completing their exams. This also applies when the candidate has taken a repeat exam in the meantime. Regardless of when the viewing takes place, the examiner is permitted to improve the grade in retrospect, if it becomes clear during viewings of the graded papers, that mistakes have been made by those correcting the papers.

If, in individual cases, students urgently need to have their examinations reviewed (e.g., because they are threatened with unenrollment because of the loss of right to admission to examination, the examiners must offer individual solutions.

If the physical review of examinations is offered ~~at a later date~~ and students cannot take advantage of it because of travel restrictions, quarantine measures, or the like, they should be given the opportunity for individual review at a later date.

**Changes to version 2.0 from June 7, 2020:**

**[P. 21, NEW CHAPTER VI. Habilitation examinations](#)**

(to read the chapter please follow the link)

From p. 21: changes to number of the chapters VII to IX

Changes to version 1.6 from June 23, 2020 are marked in red:

**P. 9, ch. III. 4. Exceptions for events where attendance is possible: alteration of group sizes for teaching events that take place outside:**

Teaching events held outside, and not on the university premises, including the Stadtpark (city park) may only take place if it is impossible to hold them online. The maximum group size is 20 people (§§ 9 and 10 Corona Guidelines). Students attend such events at their own risk. The regulations listed in the University of Stuttgart's SARS-CoV-2 hygiene concept, in conjunction with legal requirements, must be complied with at all times. The person responsible for the outdoor course is also responsible for ensuring that the hygiene concept is complied with.

**P. 9, ch. III. 4. Exceptions for events where attendance is possible: last paragraph: inclusion of regulations pertaining to access and participation bans:**

Information about access and participation bans in chapter IV no. 3.3. applies to all students who wish to attend one of the aforementioned teaching events. As proof that the university is complying with access and participation bans, students are required to submit a **declaration form** – as detailed in chapter IV no. 3.3 - for every teaching event they attend. This ensures that the university meets its obligations to document the personal data for every person attending an event, in accordance with § 6 and § 14 of the Corona Guidelines.

These declarations must be saved for a period of four weeks and will then be destroyed. It must be ensured that no unauthorized third-persons have access to these declaration forms.

**P. 12, ch. IV 2. 1 oral examinations: removal of the 2nd sentence in the second paragraph:**

From July 1, 2020, oral examinations will be held again in attendance, provided ~~that the suspension of studies at the universities under section 2(1) of the Corona Regulation is not extended until 30 June 2020 and~~ the provisions of the Corona Regulation as amended do not conflict with this.

**P. 15ff. NEW CHAPTER IV. 3. General information and specific regulations in conjunction with the implementation of examination procedures in the SS 2020**

**P. 17ff.: from chapter IV. 3 is now chapter IV. 4 Compensating for disadvantages as a result of postponed examinations in the winter semester and the closure of the uni library and computer pools (including subsections)**

**P. 18, ch IV. 4: alteration of name of chapter IV. 4.2 extension of deadlines for sitting repeat examinations, for passing the mid-degree examinations and of the maximum study period due to examinations being postponed in the winter semester**

**S. 19, ch. IV. 4. Is now IV. 5 viewings of graded exam papers: the first paragraph will be replaced with:**

Physical viewings of graded exams can only be carried out if it is possible to comply with the applicable regulations pertaining to infection prevention. Due to the fact that infection prevention regulations cannot be complied with in the case of examinations involving a large number of participants, viewings of graded exams are also currently not possible. We are currently unable to say when viewings will be possible in the future.

In accordance with exam regulations, students must be offered the chance to view their graded exam papers within one year after completing their exams. This also applies when the candidate has taken a

repeat exam in the meantime. Regardless of when the viewing takes place, the examiner is permitted to improve the grade in retrospect, if it becomes clear during viewings of the graded papers, that mistakes have been made by those correcting the papers.

**The following changes have been made to the last paragraph:**

If physical viewings of graded papers can be offered **at a later date** and students are unable to attend due to travel restrictions, quarantine measures or similar restrictions, then individual viewing appointments must be made possible at a later date.

**P. 19, ch. V. doctoral examinations: 2nd paragraph replaced with:**

If doctoral examination regulations in § 11 permit the attendance of an audience (including university members) at oral examinations, then people will be permitted to attend if the examination room is large enough, and if social distancing and the hygiene rules specified in the University of Stuttgart's SARS-CoV-2 hygiene concept can be implemented. Furthermore, a registration process must be carried out, to ensure that a maximum of 20 people are present for the exam – including the examination committee. The examination committee is responsible for deciding whether people are permitted to attend the doctoral examinations, the examinations committee is also responsible for ensuring that the hygiene measures are always complied with. Information about access and participation bans in chapter 4 no. 3.3 also apply. Anyone wishing to attend the examination as a member of the audience who does not work at the University of Stuttgart must submit a self-declaration form. If they are not already known, the contact details for these people must also be gathered and listed in the protocol.

**Alteration of the number of people in paragraph 1:**

Oral doctoral examinations may be held if no more than **twenty people are present** and the University of Stuttgart's SARS-CoV-2 hygiene concept and social distancing rules are adhered to.

**P. 21, ch. VII. 1st admissions process in undergraduate study programs: addition of a final paragraph:**

If selection interviews with prospective students can be held, as part of university selection processes and entrance examinations, then the information on access and participation bans in chapter IV no. 3.3 applies.

In accordance with the requirements specified in chapter IV no. 2.1 (oral examinations), selection interviews may also be conducted via video conference.

**P. 21, ch. VII. 2nd admissions procedure for master's study programs: addition of a subsection:**

2.2 Scope of master modules taken in advance in the winter semester 2020/21

The rectorate has decided to extend the rule pertaining to the number of master modules taken in advance, in accordance with § 6 of the Corona Statute by the duration of one semester. This means, that the upper boundaries specified in chapter VI no. 3 for the scope of the maximum number of master modules taken in advance also applies to the winter semester 2020/21. Bachelor students at the University of Stuttgart who were unable to complete their bachelor's study programs as expected and are thus unable to begin a master's study program at the University of Stuttgart may remain enrolled on their bachelor's study program and begin taking master modules in advance at the same time.

**P. 23f, ch. VIII Student status, unenrollment, fees and charges: addition of a second subsection:**

3. Impending unenrollment due to a failure to show proof of a pre-course internship

For students wishing to enrol on a study program where a pre-course internship is mandatory and who face unenrolment in the winter semester 2020/21 because they have been unable to find an internship placement due to the current economic situation and are therefore unable to show proof that they have completed such an internship placement, are politely asked to contact the relevant internship office or examination committee.

The deadline for delivering proof of the completion of a pre-course internship can be extended by one semester by the abovementioned officials if the student is able to show that s/he already has an internship placement and will have completed this placement by the end of the winter semester, or they can show that their attempts to find an internship placement were unsuccessful. The responsible internship office and examination committee can provide more details about what is required to obtain an extension.

#### 4. Individual standard study periods/ Bafög

The changes to the State University Law from June 24, 2020 specify that the standard period of study for all students who are enrolled at university in the summer semester 2020 will be extended by one semester. The individual standard study period is one semester more than specified in the study program examination regulations. The individual standard study period affects the period of time students are entitled to receive Bafög, and the optional trial examination rules – as long as the examinations regulations specify that the optional trial examination applies. The rules pertaining to optional trial examinations only apply to course assessments and exams that are completed within the standard study period. The individual standard study period also applies to students who have taken a leave of absence during the summer semester 2020. The University of Stuttgart is currently still investigating how best to implement this new rule and more details will follow at a later date.

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## Preamble

The Corona Guidelines for summer semester 2020 serve to enable the University of Stuttgart to run its study programs while still complying with the applicable epidemiological protection regulations.

The Corona Guidelines will be used for the study program only as long as the epidemiological situation requires it.

In addition to these Corona Guidelines, the following documents are important for the study program:

- [SARS-CoV-2 hygiene concept of the University of Stuttgart](#)
- [Corona Statutes](#)<sup>1</sup> (in German)

The university regularly reviews the Corona Guidelines for the study program and announces the results. Changes will be announced via circular mails or the news ticker.

## I. Introduction

Because of the provisions of the regulation of the state government on infection-protective measures against the spread of the SARS-CoV-2 virus (Corona Regulation) of March 17, 2020, winter semester 2019/2020 was not completed on schedule. It will also not be possible to continue study programs in summer semester 2020 as usual because of legal regulations. In order to comply with the safety distances [of the hygiene regulations of the SARS-CoV-2 occupational safety standard of the Federal Ministry of Labor and Social Affairs \(BMAS\)](#) as well as the [distance rules of the Robert Koch Institute \(RKI\)](#), which are summarized in the SARS-CoV-2 hygiene concept of the University of Stuttgart, the space capacity in the lecture halls must be considerably reduced. Because the distancing rules will likely continue to apply throughout the lecture period, summer semester 2020 must be switched to online operation. On April 16 and 20, the Rectorate decided to offer the course content online for the entire 2020 summer semester. Instruction in digital formats is fully credited to the instruction performance to be achieved according to the Lehrverpflichtungsverordnung (LVVO; regulations concerning teaching commitment).

For the duration of the corona-related restrictions, supplementary regulations to the study and exam regulations have already been made. These serve to help those affected cope with the situation and should be adopted accordingly. The supplementary regulations are summarized in the “Statutes of the University of Stuttgart to supplement the exam regulations for the duration of the corona pandemic” (Corona Statutes).

The Corona Guidelines for summer semester 2020 include measures for both the end of winter semester 2019/20 and summer semester 2020.

However, the planned study program from April 20, 2020 is clearly under the “primacy of the digital”<sup>2</sup> and the premise of limiting the spread of the corona virus as much as possible by having as little presence on campus as possible.

The Corona Guidelines for the study program will be dynamically adapted to the current epidemiological situation.

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<sup>1</sup> Statutes of the University of Stuttgart to supplement the exam regulations of the university for the duration of the corona pandemic

<sup>2</sup> Theresia Bauer MdL, letter to the professors, staff, and students of the state’s universities, April 15, 2020

## II. General information

### 1. Duration of the summer semester

- Start of lectures: April 20, 2020
- End of lectures: July 18, 2020

In individual cases, instruction can be offered in weeks 30 and 31 or in the lecture-free week 23 after July 20, 2020. This applies in particular to courses that cannot be offered in digital form at all or only with great difficulty (e.g., laboratory courses). The simultaneous examination periods must be taken into account.

## III. Instruction in summer semester 2020

In order to comply with the requirement of the Ministry of Science, Research and the Arts Baden-Württemberg (MWK), according to which study and instruction in summer semester 2020 must be guaranteed, the courses offered must be offered online. In order to enable students to complete the summer semester with as little delay as possible, information on courses (format and procedure) must be communicated on ILIAS as soon as possible if this has not already been done.

In summer semester 2020, it will be possible for the first time to indicate in C@MPUS (Course Timetable Coordinator) whether an [online course](#) will be offered. For this purpose, the additional course category "Online course" was established. The specific design of the online course can also be specified in the free text field "Instruction and learning method" in the course description. Students can filter the courses offered in C@MPUS by the course category "Online courses" and thus get a quick overview of which [courses in summer semester 2020](#) will be offered online.

The "workload" of the modules stipulated in the exam regulations and module descriptions (i.e., the average student workload corresponding to the ECTS credits for a module), including the academic achievements, may not be exceeded even if digital instruction formats are used.

Top priority will be given to compulsory and optional courses. Even if the optional courses have a lower priority, care must be taken to ensure a sufficient number of optional courses.

Even if the ban on assembly is relaxed, all courses that were started digitally at the beginning of the semester should be continued digitally until the end of lectures. It is not planned to switch from digital to on-campus lectures during the lecture period. This will allow students who cannot come to Stuttgart during the summer semester (e.g., because of travel restrictions, infection, or quarantine) to continue their studies.

### 1. Digital instruction

The central systems ILIAS (learning platform), Webex (video conferencing system and virtual classroom), and Opencast (for recordings) are primarily available for the implementation of online instruction. Currently, support is offered only for those systems that are integrated into the infrastructure of the university. The tools support the instructors in developing various didactically meaningful scenarios. Questions, support, tips, and information on digital teaching will be provided by the contact persons at [TIK and higher education teaching](#). Instructors can also obtain technical support for the digitization of instruction and its online implementation

from the specially trained eScouts – students trained by TIK in the systems used (ILIAS, Webex, recordings). They have voluntarily agreed to support instructors.

A clearly structured and scheduled arrangement of the courses is more important than ever for the students. The following should be observed:

- the structure must be clearly communicated, and the timetable must be respected
- the scripts, recordings, and slides used to prepare a course must be provided in digital form regularly and in good time
- the weekly instruction material and the weekly learning activities should, for example, be summarized in one folder each in the ILIAS course
- reliable “presence times” should be offered (if possible during the time in which the on-campus course would have taken place), during which questions are answered in the forum, chat, or (if bandwidth permits) Webex
- communication with students should be maintained in a forum, and the formation of student learning groups should be stimulated (also for their mutual social control)
- learning level controls should be established so that students can check whether their self-learning speed is right

Individually retrievable online units (e.g. recorded lectures or scripts) generally have the advantage of being available independent of time and location. The material can be followed up in online sessions with a time delay. In the current corona crisis, it cannot be assumed that all students will be able to participate in an online course without problems (if at all) at the time of the planned live broadcast because of childcare obligations or because those students who cannot enter Germany may be in a different time zone or have a poor internet connection. If the instruction is predominantly synchronous, this group of students would be at a disadvantage. The focus should therefore be on asynchronous instruction.

## 2. Digital instruction formats

The original instruction formats laid down in the module handbooks (e.g., lecture, seminar, exercise) must be replaced by suitable e-learning offerings in such a way that the qualification and competence goals of the courses or modules are not compromised by digitization. The right planning steps and didactic reflection are essential in this process. The [higher education teaching team](#) can provide support with this. For [digital instruction in summer semester 2020](#), ILIAS offers support for lecturers who are looking for the right online instruction format that guarantees the desired acquisition of skills: [Help for self-help](#).

In cooperation with the TIK, the [Learning Advisory Service](#) of the Student Counseling Center has prepared an online service for students to answer questions, take up suggestions, and provide tips for effective studying in corona times.

## 3. Instruction formats that require physical presence

There can be no general regulation for instruction formats that require physical presence. The individual instructor must check whether the knowledge and skills to be acquired with the module can also be conveyed digitally and without the need for special laboratory or work rooms. The same applies to study achievements to pass the module. As a rule, internships will be examined as non-graded coursework. This will allow examiners a certain degree of flexibility in the type and scope of the work that must be done to pass.

If the courses absolutely must take place in special laboratory or work rooms for an effective transfer of knowledge and skills, it must be clarified on a case-by-case basis how to deal with this. Possible options include the following:

- Virtual demonstrations and educational films could replace practical components and excursions so that the modules remain feasible.
- Offering the courses as block courses at a later point in the semester or immediately after the end of the lecture period. Attention is drawn to the possibility of using the week of June 2–5, 2020 as well as the two weeks after the end of lectures (July 13–24, 2020).
- Creation of alternative study plans for the students so that the courses can be postponed to winter semester 2020/2021. Other modules for which the subject content can also be taught digitally will be offered in summer semester 2020 instead.
- Replacement of courses by elective modules of the study program if this is technically justifiable with regard to the skills and knowledge to be acquired. This can be decided only by the respective examination committee (if necessary, in coordination with the responsible committee on student affairs and teaching).
- If no substitute measures can be found, these courses (e.g., excursions) may have to be canceled completely.

#### 4. Exceptions to courses that can be attended

Teaching events and the skills acquired through such events (certain abilities and knowledge) that have changed significantly due to the use of alternative digital formats, and which **must take place** in the summer semester 2020 have been permissible in groups of maximum 20 people (§§ 9 and 10 Corona Guidelines) in compliance with the University of Stuttgart's SARS-CoV-2 hygiene concept. These include practical teaching events such as practical laboratory classes, dissection classes, and experimental, individual student projects, in particular, final theses (s. a. IV 2.5). Teaching events that meet this description but involve more than ten people in one room must be approved by the rectorate. Students attend such events at their own risk.

The application to hold the course on campus must be submitted at least 14 days before the first class. In urgent cases, the Rector may grant approval by emergency decision.

**Outdoor courses** held off campus, including the city park, can take place only if an online-based implementation is not possible. Teaching events held outside, and not on the university premises, including the Stadtpark (city park) may only take place if it is impossible to hold them online. The maximum group size is 20 people (§§ 9 and 10 Corona Guidelines). Students attend such events at their own risk. The regulations listed in the University of Stuttgart's SARS-CoV-2 hygiene concept, in conjunction with legal requirements, must be complied with at all times. The person responsible for the outdoor course is also responsible for ensuring that the hygiene concept is complied with.

**Excursions** which are part of modules and which are absolutely necessary for the successful completion of a module can be carried out with the permission of the Rectorate up to a maximum group size of 20 persons (including teachers and employees) within Baden-Württemberg. The reasons which make it absolutely necessary to carry out the excursion and the maximum group size must be stated in order to obtain the approval of the Rectorate. In addition, a SARS-CoV-2 hygiene concept agreed with the Occupational Medical Service or the staff unit Safety and Health must be enclosed with the application.

Applications for excursions must be submitted at least 14 days before the start of the excursion. In urgent cases, the Rector may grant permission by urgent decision.

**Presentations** in the context of student work can now be held with a maximum of twenty people in compliance with the aforementioned SARS-CoV-2 hygiene concept of the University of Stuttgart.

Information about **access and participation bans in chapter IV no. 3.3.** applies to all students who wish to attend one of the aforementioned teaching events. As proof that the university is complying with access and participation bans, students are required to submit a [declaration form](#) – as detailed in chapter IV no. 3.3 - for every teaching event they attend. This ensures that the university meets its obligations to document the personal data for every person attending an event, in accordance with § 6 and § 14 of the Corona Guidelines. These declarations must be saved for a period of four weeks and will then be destroyed. It must be ensured that no unauthorized third-persons have access to these declaration forms.

## **IV. Examinations in summer semester 2020**

### **1. Make up of the canceled examinations from winter semester 2019/20**

#### **1.1 Make up of the canceled written examinations**

As of March 17, 2020, all outstanding examinations of winter semester 2019/2020 were canceled because of corona. In order to give all students affected by these cancellations the opportunity to take these examinations as soon as possible, the Rectorate of the University of Stuttgart decided at the beginning of April 2020 that for all canceled examinations, alternative dates must be offered over the course of the lecture period of the summer semester.

In accordance with the decision of the Rectorate, the make up examinations organized by the Central Examination Office are to be held mainly on Saturdays and the (early) evening hours on weekdays starting May 11, 2020. On April 8, the students and examiners were informed by the Examination Office that the (preliminary) make up examination schedule had been drawn up and that the examination dates can be viewed in the C@MPUS campus management system. However, planning changes because of many situation-related uncertainties cannot be ruled out. On April 28, 2020, it was announced that the replacement examinations organized by the Central Examination Office would begin on May 11, 2020 and not on May 4, 2020 as originally planned. Students and examiners should therefore keep up to date on examination dates, times, and rooms via C@MPUS.

Only students who were registered for the originally scheduled dates in March and April on March 13, 2020 or later can take the replacement examinations. The Examination Office will inform both the affected students and the examiners about this via email on April 1, 2020.

In principle, students have the right to choose whether or not to take the replacement examinations. Students who do not wish to take part may therefore withdraw from the examination up to one day before the examination without giving reasons ([declaration of withdrawal](#)). This also applies to repeat examinations and examinations accompanying the course. Students who deregister from a replacement examination in due time will not suffer any disadvantages with regard to deadlines for taking repeat examinations or the counting of attempts. Students who do not deregister by the day before the examination are bindingly registered for the respective examination and can withdraw from this only in accordance with the exam regulations with the approval of the chair of the examination committee.

With regard to infection protection before, during, and after the examinations, the SARS-CoV-2 hygiene concept of the University of Stuttgart shall apply. These will be announced to the students, examiners, and supervisors before the start of the replacement examination plan and must be observed by all persons involved in the examination procedure. With regard to the distance rules during the examination, the Examination Office has planned a distance of approx. 2 m on all sides. As a result, the ratio of course places to examination places will increase to 10:1 (instead of the usual ratio of 6:1). This means that a lecture hall with seating for 100 students can be occupied by a maximum of 10 students in the planned make up examinations.

#### **1.2 Make up of the canceled oral examinations**

For canceled oral examinations, alternative dates must be offered in SS 2020 in accordance with the regulations for oral module examinations.

## **2. Specific regulations for the implementation of examinations in SS 2020 taking into account the regulations of the Corona Statutes**

In accordance with the provisions of the Corona Regulation, the universities shall ensure, as far as legally and factually possible, that students will be able to complete all study courses planned for summer semester 2020 (if necessary in a modified form).

The basis for the provision of academic achievements is the examination regulations of the individual study programs supplemented by the regulations in the module descriptions. Accordingly, study and examination credits must be offered by the university on the basis of these regulations.

The Corona Regulation, the hygiene regulations of the SARS-CoV-2 occupational safety and health standard of the Federal Ministry of Labor and Social Affairs (BMAS), and the recommendations of the Robert Koch Institute impose restrictions on the implementation of examinations. These serve to protect the health of the students and staff of the university and must therefore be observed by the University of Stuttgart.

Therefore, in addition to the exam regulations, the regulations required for the protection against infection must also be observed when conducting exam procedures in SS 2020. In certain constellations, it may not be possible to carry out exam procedures according to the provisions of the examination regulations and module descriptions.

The University of Stuttgart has therefore issued a statute to supplement the exam regulations of the University of Stuttgart for the duration of the corona pandemic (Corona Statute). This supplements the exam regulations for the duration of the corona pandemic and allows some flexibility so that examination procedures can remain as legally compliant as possible, taking into account the regulations for infection protection.

Accordingly, the following instructions and regulations are to be observed when implementing exam procedures in SS 2020. Because the current situation is quite dynamic and the legal framework conditions change at regular intervals, the University of Stuttgart will react as necessary by adapting the following provisions.

### **2.1 Oral examinations**

Because of the limited number of participants, oral examinations can usually be held in compliance with the regulations required to prevent infection. Accordingly, the Rectorate has decided that oral examinations may be offered on campus again from April 20, 2020. The regulations on infection protection must be observed.

As of June 30, 2020, oral examinations shall, as a rule, be held on campus again provided that the provisions of the Corona Regulation as amended do not conflict with this.

For exceptional cases in which it is not possible to conduct an oral examination on campus for reasons of health protection in accordance with the provisions of the Corona Regulation or in which students cannot take part for reasons beyond their control (e.g., travel restrictions or quarantine measures), the Corona Statutes of the University of Stuttgart allow oral examinations to be conducted via video conference.

The performance of an oral examination via video conference requires that the students have an end device with web cam, microphone, and speaker as well as a sufficiently fast internet connection. Because the university cannot require that every student has this equipment, oral examinations may be held via video conference only with the consent of the student. The [declaration of consent](#) form provided by the university must be used for this purpose. Furthermore, examiners and assessors must also agree to the examination being conducted via video conference.

When conducting oral examinations via video conference, the instructions in the handbook on conducting oral examinations via video conference (which the examiners have received from the Examination Office) as well as the regulations in the Corona Statutes of the University of Stuttgart must be observed.

## **2.2 Written examinations**

### **2.2.1. General**

The University of Stuttgart aims to have written examinations carried out as on-campus examinations, taking into account the requirements of the Corona Regulation and the regulations on infection protection. The SARS-CoV-2 hygiene concept of the University of Stuttgart ensures the highest possible health protection for students and staff. Taking these framework conditions into account, the Corona Statutes of the University of Stuttgart currently do not contain any general authorization to replace written final examinations with alternative forms of examination.

### **2.2.2. Replacement of written examinations by oral examinations**

However, all exam regulations of the University of Stuttgart allow written module examinations to be replaced by oral examinations. If examinations cannot be held in written form as planned, for examinations with a low number of participants, written examinations may be replaced with oral examinations.

Depending on the exam regulations, 60-minute written examinations will be replaced by a 15- or 20-minute oral examination.

In this context, the Corona Statutes of the University of Stuttgart shorten the period within which students must be informed of a change in the form of examination. Accordingly, students must be notified of the replacement of a written examination by an oral examination at least 14 days before the date of the written examination.

### **2.2.3. Online written examinations**

The exam regulations and the Corona Statutes of the University of Stuttgart currently do not allow examinations to be offered as online examinations because conducting online exams off campus on the private end devices of students is a complex issue, both in legal terms and with regard to the actual conditions and circumstances. The following aspects in particular play a role here:

- In order to take such examinations, students must have a suitable private end device as well as a stable and sufficiently fast internet connection.

- As a rule, the university has no way of controlling which aids the students use when taking an examination in a private environment.
- There is an increased risk that the implementation of the examination will be impaired by technical faults that may occur during the examination. Students may also be disadvantaged if they are unfamiliar with how an online examination is conducted or if they have problems operating the software used for this.

Because this problem affects all universities, the “Study Program Task Force”, which represents all universities in Baden-Württemberg, is looking into whether online exams can be introduced (in terms of legality and feasibility).

### **2.3 Course-related examinations**

At the beginning of the semester, students will be informed about the type, scope, and time of course-related examinations by the head of the course in accordance with the exam regulations. The exam regulations already offer the possibility to choose examination forms such as term papers or oral examinations. These can also be implemented taking into account the requirements of the Corona Regulation.

If it is not possible to conduct examinations in the form announced at the beginning of the semester because of the requirements of the Corona Regulation of the state of Baden-Württemberg and the associated dynamic developments, the Corona Statutes of the University of Stuttgart will enable examiners to make modifications with regard to the type of course-related examinations so that the examination can also be implemented taking into account the requirements of the Corona Regulation. Taking into account the requirement of fairness and equal opportunities in the examination procedure, the necessary changes are to be kept as low as possible in order not to disadvantage students. Students must also be informed of any changes in good time.

In this way, for example, it can be made possible to hold lectures via a video conference if it is not possible to hold an on-campus course. The replacement of written examinations by individual oral examinations is also conceivable.

If oral examinations and comparable forms of examination (e.g., presentations in the form of video conferencing) are to be held as part of course-related examinations, the provisions of the Corona Statutes of the University of Stuttgart on oral examinations via video conferencing shall apply accordingly. This means, in particular, that the student must agree to this form of examination ([declaration of consent](#)).

### **2.4 Graded and non-graded coursework, preliminary examination papers**

The notes on course-related examinations apply to graded and non-graded coursework as well as preliminary examinations.

### **2.5 Research projects and theses**

In principle, research projects and theses can be carried out as individual term papers, even under the current restrictions. Insofar as the use of office and laboratory equipment is required for this purpose (e.g., within the framework of experimental work), this is permitted again from April 20 if the hygiene and clearance rules in accordance with the SARS-CoV-2 hygiene concept of the University of Stuttgart are observed.

Information on the extension of submission deadlines because of the closure of the university library and computer pools and similar restrictions can be found under no. 3.1 “Extension of deadlines”.

## **2.6 Alternative examinations for students in special situations**

If students are unable to take part in an on-campus examination because of travel restrictions, quarantine measures, or the like, the students concerned may be permitted to provide equivalent academic achievements in another form to compensate for disadvantages. This decision is at the discretion of the person chairing the examination committee. It will be made at the request of the student in consultation with the examiner.

A written examination can thus be replaced by either an oral examination via video conference or a term paper.

The details and conditions for the authorization to provide academic achievements in an alternative form are set out in the Corona Statutes.

## **3. General information and specific regulations in conjunction with the implementation of examination procedures in the SS 2020**

### **3.1. Examination period for centrally administrated examinations**

The central examination period begins on 3 August and is expected to end on October 10, 2020. The examinations can be held on all working days (including Saturdays). The first examinations begin daily as early as 8:00 a.m. and the last will begin at 6:00 p.m. The dates and times for centrally organized examinations will be available in C@mpus from July 13. Students and examiners will be informed of the finalized dates for centrally organized examinations as soon as these have been decided.

You can see in C@MPUS if an examination is centrally or decentrally organized. Details can be found on the examination organization web pages.

### **3.2. Hygiene rules**

The [SARS-CoV-2 Hygiene Concept](#) and further relevant documents must be adhered to when conducting on-site examinations.

### **3.3. Access and participation bans, declaration**

The state of Baden-Württemberg's Corona Guidelines specify that certain people are banned from entering the University of Stuttgart, and from participating in any teaching events that require their physical presence. The following people are banned from accessing the university or from taking part in any university examinations:

1. People who currently have or have had contact with an infected person, if less than 14 days have passed since the last contact with the infected person, or
2. Anyone exhibiting the typical signs of the corona virus infection, such as an inhibited sense of smell or taste, fever, a cough and sore throat, or

3. Anyone who has tested positive for corona in the last 14 days, or
4. Anyone who is subject to an official quarantine order

Students who have signed up for an exam where their physical presence is required are therefore only allowed to participate if none of the above-listed points apply to them and they are therefore not banned from attending. To confirm that none of the points above apply to them, students are required to sign a [declaration form](#). The declaration form will be kept by the examiners for four weeks and then destroyed. It must be ensured that no unauthorized third-persons have access to these declaration forms.

#### **3.4. Withdrawal from examinations**

In order to adequately respond to current developments in the spread of the corona virus, the rules pertaining to withdrawal from examinations will remain accommodating in the summer semester 2020. Contrary to the regulations specified in the examination regulations, students can currently withdraw from exams up to one day before the examination without giving a reason for their withdrawal. This also applies to repeat examinations; the deadline for sitting repeat exams will be extended by one semester if you choose to withdraw (see 3.5).

You can withdraw from examinations via C@MPUS. If it is not possible to withdraw from the exam using C@MPUS, then please use the [withdrawal form](#) from the examination office.

#### **3.5. Extension of deadlines for repeat examinations, for passing mid-degree exams and for the maximum study period**

In order to ensure that no student is disadvantaged due to the corona pandemic, the State University Law has been changed to include a new regulation, stating that the deadlines for completing course assessments or examinations in the study program in which they are enrolled will be extended by one semester for all students who are enrolled at university in the summer semester 2020. This also applies to the maximum study period. The University of Stuttgart will implement this new regulation as follows:

1. The deadline for passing the mid-degree examination for undergraduate study programs has been extended by one semester for all students. Students who have already been given a deadline extension of one semester, due to the cancellation of examinations in the winter semester, will also be permitted a further extension of one semester.
2. All students who are enrolled on a study program where the examination regulations specify a maximum study period, will also be given an extension, extending the maximum study period by one semester. Students who have already been given a deadline extension of one semester, due to the cancellation of examinations in the winter semester, will also be permitted a further extension of one semester.
3. The deadlines for completing repeat examinations will be extended by one semester.
4. Students whose examinations regulations specify an optional trial examination rule may also make use of this rule in the summer semester 2020 and in the winter semester 2020/21, even if the number of semesters they have studied is one semester more than the standard maximum study period specified in the examination regulations, by when the required ECTS credits must usually be achieved. For bachelor students, for example, this means that the optional trial examination rule in the specified semester may also be used if the student in question has only collected the required ECTS credits by the beginning of the lecture period for the sixth semester.

Information and regulations under 4.1 apply for deadline extensions for student projects.

#### **4. Compensation for disadvantages in connection with the canceled examinations of the winter semester and the closure of the university library and computer pool**

##### **4.1 Extension of deadlines**

To compensate for the adverse effects of the corona pandemic, all affected students will be given adequate extensions to complete their assignments (term papers, research projects, bachelor's and master's theses). Adverse effects include the closure of the university library (including institute libraries), the closure of university computer pools and disruption caused to any experimental work due to the closure of buildings and companies.

Due to closures and other adverse effects of the corona pandemic between March 16 and May 3, the University of Stuttgart agreed a general deadline extension for students who were due to submit an assignment. In this context, affected students need to be aware that an automatic extension is only possible for assignments where the deadline is administered directly by the Central Examination Office of the University of Stuttgart. The following regulations therefore apply in detail:

- Bachelor's and Master's theses with deadlines between March 16 and April 19 will be extended until June 8, 2020. The new submission deadlines will be displayed in C@MPUS.
- Bachelor's and Master's theses submitted after April 19 as well as theses registered by May 3 will receive an extension of seven weeks. The new submission deadlines will be displayed in C@MPUS.
- In the case of term papers, research projects, and research papers, the exact submission date is usually known only by the examiner. Please contact your examiner for an extension of the deadline and the exact modalities of the submission.
- For academic work within the framework of the state teaching examinations, only the regulations communicated by the state teachers' examination office shall apply.

Additional deadline extensions must be organized for any students adversely affected by the corona pandemic in terms of their ability to complete academic assignments. Decisions on whether an additional deadline extension can be granted are made by the relevant authorities in accordance with exam regulations upon application by the affected student. In the case of such applications, students must explain why they have been adversely affected, and specifically what the adverse effects are and their relevance. The heads of the examinations committee are responsible for deadline extensions for bachelor's and master's theses and research projects. The relevant examiners/lecturers are responsible for deadline extensions for term papers, as long as it is not stated in the examination regulations that the head of the examination committee is responsible. In this context, the University of Stuttgart's Corona Statutes ensure that extensions can be granted that are longer than the maximum period specified in the examination regulations, as long as it is necessary to compensate for the adverse effects of the corona pandemic.

##### **4.2. Extension of deadlines for taking repeat examinations, for passing the mid-degree exam, and for the maximum duration of studies due to examinations being postponed in the winter semester**

If the cancellation of examinations affects the deadlines for taking the **mid-degree exam**, students will be granted an extension of one semester. The deadline shall be extended by the chair of the relevant examination committee at the request of the student.

For students about to exceed the **maximum duration of studies** who at risk of the loss of right to admission to examination because of the cancellation of examinations at the end of winter semester 2019/20, the Examination Office has already extended the deadline by one semester at the request of the student. Students who will be affected by the cancellation of examinations only at a later date must apply to the respective chair of the examination committee for an extension of the deadline by one semester.

If the cancellation of examinations affects the **deadlines for taking repeat examinations**, the following applies:

- If the exam regulations stipulate that repeat examinations are to be taken on the next possible date, the next examination date is automatically the date on which the canceled examination is made up for. If the student withdraws from the alternative date under the conditions described under 1.1, the examination will be postponed to the next examination date offered by the university.
- If the exam regulations stipulate that repeat examinations must be taken within one year, the Examination Office will automatically extend the one-year period by one semester.
- If exam regulations stipulate that the repetition of a term paper thesis must be registered within a certain period of time, students should contact the Examination Office ([pruefungsamtsamt@uni-stuttgart.de](mailto:pruefungsamtsamt@uni-stuttgart.de)).

#### **4.3 Early registration for final theses despite missing ECTS because of canceled examinations**

Students who still lack ECTS credits to register for the final thesis because of the cancellation of examinations may register for the final thesis provided that the sum of their current ECTS credits and the ECTS credits they would have gained from the exams they had registered for is at least equal to the “registration limit” for the final thesis as defined in their exam regulations.

Please contact the Examination Office if you have any questions about this and also for confirmation of the ECTS credit point for the final thesis registration form [pruefungsamtsamt@uni-stuttgart.de](mailto:pruefungsamtsamt@uni-stuttgart.de)

#### **4.4. Registration for the regulation on optional trial examination and missing ECTS because of canceled examinations**

If, because of the cancellation of examinations, students are no longer able to meet the requirements for the regulation on optional trial examination on time, the deadline for achieving the required ECTS credits can be extended by one semester. Please contact the examination office ([pruefungsamtsamt@uni-stuttgart.de](mailto:pruefungsamtsamt@uni-stuttgart.de)).

## **5. Examination reviews**

With immediate effect, examination reviews are permitted up to a maximum group size of 20 persons (including employees), provided that they take place in a sufficiently large room and that compliance with the hygiene and distance regulations of the SARS-CoV-2 hygiene concept is ensured. The information on the ban on access and participation in Chapter IV, 3.3. applies accordingly.

If, under these conditions, viewings of the examinations can only be offered to a limited number of candidates, priority must be given to the following students via a registration procedure: students who are threatened with unenrollment because of the loss of right to admission to examination, who wish to review the written examination before an oral continuation examination or for whom the next repeat examination is the last attempt to pass the exam.

The decision as to whether a date can be offered for an examination review under these conditions is at the examiner's discretion.

Physical viewings of graded exams can only be carried out if it is possible to comply with the applicable regulations pertaining to infection prevention. Due to the fact that infection prevention regulations cannot be complied with in the case of examinations involving a large number of participants, viewings of graded exams with a group size of more than 20 persons are still not possible. We are currently unable to say when viewings with a larger number of participants will be possible in the future.

In accordance with exam regulations, students must be offered the chance to view their graded exam papers within one year after completing their exams. This also applies when the candidate has taken a repeat exam in the meantime. Regardless of when the viewing takes place, the examiner is permitted to improve the grade in retrospect, if it becomes clear during viewings of the graded papers, that mistakes have been made by those correcting the papers.

If, in individual cases, students urgently need to have their examinations reviewed e.g., because they are threatened with unenrollment because of the loss of right to admission to examination, the examiners must offer individual solutions.

If the physical review of examinations is offered and students cannot take advantage of it because of travel restrictions, quarantine measures, or the like, they should be given the opportunity for individual review at a later date.

## **V. Doctoral examinations**

Oral doctoral examinations may be conducted as long as no more than twenty persons are present and the applicable hygiene standards and distance rules of the SARS-CoV-2 hygiene concept of the University of Stuttgart are observed.

If doctoral examination regulations in § 11 permit the attendance of an audience (including university members) at oral examinations, then people will be permitted to attend if the examination room is large enough, and if social distancing and the hygiene rules specified in

the University of Stuttgart's SARS-CoV-2 hygiene concept can be implemented. Furthermore, a registration process must be carried out, to ensure that a maximum of 20 people are present for the exam – including the examination committee. The examination committee is responsible for deciding whether people are permitted to attend the doctoral examinations, the examinations committee is also responsible for ensuring that the hygiene measures are always complied with. Information about access and participation bans in chapter 4 no. 3.3 also apply. Anyone wishing to attend the examination as a member of the audience who does not work at the University of Stuttgart must submit a self-declaration form. If they are not already known, the contact details for these people must also be gathered and listed in the protocol.

The 2019 doctoral degree regulations allow individual members of the examination committee to take part in the doctoral examination via video conference if, for example, actual participation is not possible because of travel restrictions. The relevant regulations have been added to the [statutes from May 6, 2020](#) and the regulations for doctoral degree studies 2011 and 2016. regulations will also be supplemented in the 2011 and 2016 doctoral degree regulations.

## **VI. Habilitation examinations**

The habilitation process and the evaluation of habilitation performance will be conducted by the habilitation committee, in accordance with requirements specified in the University of Stuttgart's habilitation guidelines from September 6, 2006, altered with statutes from March 1, 2010.

The University of Stuttgart's Code of Practice from December 18, 2006, altered with statutes from April 9, 2020, applies to the habilitation process. The new § 15a Meeting of the Habilitation Commission permits the meeting to be held in the form of a video conference.

In addition to these guidelines, the habilitation process may only be held if the current version of the Corona Guidelines is complied with at all times, this is to help prevent the virus spreading. Habilitation examinations may be held as long as:

- No more than 20 people are present at any time,
- The hygiene rules, social distancing rules and health and safety guidelines detailed in the University of Stuttgart's hygiene concept are complied with,
- Data is collected in accordance with § 6 of the corona guidelines (first and surname, address, date and time period the person was present, and if possible a mobile number or email address) and the SARS-CoV-2 hygiene concept at the University of Stuttgart is adhered to at all times,
- The access and participation ban in accordance with § 7 Corona Guidelines and the University of Stuttgart's SARS-CoV-2 hygiene concept are observed.

Those physically present at the habilitation commission meeting must be informed in good time by the commission chairperson about the access and participation ban, social distancing rules, hygiene regulations, the availability of hand disinfectant and the location of sanitary facilities where you can wash your hands thoroughly. This information can be found in the download area of the corona news ticker under "information about infection protection measures at the University of Stuttgart during the corona pandemic".

Those permitted to attend the habilitation commission meeting, in accordance with the habilitation guidelines, but who are not physically present at the meeting, can participate via video conference, in accordance with § 15a of the University of Stuttgart's Code of Practice.

The regulations specified in this paragraph apply to the meetings of each habilitation commission.

## **VII. Enrollment in SS 2020**

### **1. Procedures for enrollment in SS 2020**

The procedures for enrollment in SS 2020 have been adapted to the currently existing restrictions.

Enrollment takes place via the Campus Management System C@MPUS (<https://campus.uni-stuttgart.de/cusonline/webnav.ini>). Documents that cannot be uploaded there must be sent by post to the Admissions Office. If applicants are not able to submit required documents as a certified copy at this time, they may submit a simple copy. The certified copies must be submitted at some point during summer semester 2020.

Further information on enrollment can be found under the following link: <https://www.uni-stuttgart.de/en/study/application/enrollment/>

### **2. Enrollment of international applicants and applicants from the EU**

International applicants from the EU were previously required to enroll personally at the Student Services Center. Because of the closure of the Student Services Center, international applicants must also send their enrollment documents by post to the Admissions Office.

At present, it is not possible for foreign applicants who are still abroad because of travel restrictions to enroll without presenting their residence permit and student health insurance. The possibility of introducing such "off-campus enrollment" is still being examined.

### **3. Enrollment of applicants with conditional admission to a Master's program at the University of Stuttgart who cannot prove that they have obtained their Bachelor's degree by May 15.**

Applicants with conditional admission to a Master's program at the University of Stuttgart must prove that they have passed all the examinations of their Bachelor's program in order to be enrolled in the Master's program.

Because of the cancellation of examinations and the postponement of the deadlines for the submission of theses, applicants may not be able to provide proof of completion of the Bachelor's program by May 15 (registration period for summer semester).

In conjunction with this, the Rectorate at the University of Stuttgart has agreed the following measures to support affected students as they transfer to a master's study program:

- The enrollment deadline for master's study programs for the summer semester 2020 has been extended to May 31, 2020.
- The period of validity for conditional admissions determined in the summer semester 2019, and whose three-month period of validity would end in the summer semester 2020, has been extended for the duration of one semester. This means that students with a conditional offer for a place on a master's study program who are now unable to prove completion of their bachelor's study program by 31 May 2020, may now enroll on the Master's study program in the winter semester 2020, without needing to reapply for the master's study program.
- In this context, the corona statute also already includes more flexibility in terms of master's modules that can be taken in advance, for students studying a bachelor's study program at the University of Stuttgart, who also wish to enroll for a master's study program at the University of Stuttgart.
- For Bachelor's students at the University of Stuttgart who also intend to pursue a Master's degree at the University of Stuttgart, the number of preferable Master's modules has already been increased in this context. This regulation enables students in the summer semester to remain enrolled in the Bachelor's program and to complete it but also start with the Master's program. Enrollment in the Master's program can then take place after completion of the Bachelor's program in winter semester 2020. The following applies in particular:
  - As far as the bachelor examination regulations of the University of Stuttgart allow the advancement of Master's modules by 24 ECTS credits, in summer semester 2020, up to 54 ECTS credits from a Master course of studies named in the Bachelor examination regulations can be advanced.
  - For students of art education who are studying their academic subject at the University of Stuttgart, the number of preferable master modules will be increased from 12 ECTS credits to 24 ECTS credits in SS 2020.
  - For students in the teaching degree program who wish to study an extension Master's degree, the number of preferable master modules will be increased from 69 ECTS credits to 99 ECTS credits in SS 2020.

## **VIII. Admission procedure for winter semester 2020/21**

### **1. Admission procedure for undergraduate programs**

Because the high-school diploma examinations have been postponed, the Conference of Ministers of Education and Cultural Affairs has already announced the application deadlines for undergraduate study programs with NC (currently July 15) will also be postponed. The admissions deadline for undergraduate study programs with NC is 20 August 2020 for applications for the WS 2020/21. This deadline also applies to undergraduate study programs that require students to sit an entrance exam.

Due to the postponement of application dates for undergraduate study programs, changes have also been made to the opening date for the application process:

- For joint bachelor study programs (B.A. and B.A. teaching degrees) the opening date for applications was the beginning of June.
- The opening date for applications to all conditional B.Sc. and single-subject B.A. (with NC), that are subject to DoSV, has not yet been decided and will be announced in due course. Current information from the Stiftung für Hochschulzulassung states that the application process is likely to begin on 3 July, 2020.
- The application period for bachelor's study programs with unconditional admission (no NC) (B.Sc. and B.A. single-subject) will begin on May 15, 2020.
- The application process for admissions to later semesters (bachelor) will open on the same date as applications for those applying for the first semester of the same study program.

For more information about application dates please visit: <https://www.uni-stuttgart.de/en/study/application/dates/>

If selection interviews with prospective students can be held, as part of university selection processes and entrance examinations, then the information on access and participation bans in chapter IV no. 3.3 applies.

In accordance with the requirements specified in chapter IV no. 2.1 (oral examinations), selection interviews may also be conducted via video conference.

## 2. Admission procedure for Master's programs

- 1.1. For applications to Master's programs, the application deadlines stipulated in the respective admission regulations continue to apply. As a rule, applications for a Master's program for the winter semester are possible until July 15.

You can find the Admissions Regulations of the University of Stuttgart under the following link: <https://www.uni-stuttgart.de/en/study/application/master/admission/>

The application process for master's study programs will begin as follows:

- The application period for master's study programs with unconditional admission (no NC), will begin on May 15 2020.
- The application period for conditional master's study programs (with NC) and all Master of Education, will begin on May 20, 2020.

For more information about application dates please visit: <https://www.uni-stuttgart.de/en/study/application/dates/>

- 1.2. Scope of master modules taken in advance in the winter semester 2020/21  
The rectorate has decided to extend the rule pertaining to the number of master modules taken in advance, in accordance with § 6 of the Corona Statute by the duration of one semester. This means, that the upper boundaries specified in chapter VI no. 3 for the scope of the maximum number of master modules taken in advance

also applies to the winter semester 2020/21. Bachelor students at the University of Stuttgart who were unable to complete their bachelor's study programs as expected and are thus unable to begin a master's study program at the University of Stuttgart may remain enrolled on their bachelor's study program and begin taking master modules in advance at the same time.

## **IX. Student status, unenrollment, and fees**

### **1. Fees**

The fees to be paid in summer semester 2020 are based on the regulations of the State University Fees Act (Landeshochschulgebührengesetz) as well as the regulations of the Student's Union and the constitutional student body of the University of Stuttgart. A (proportional) reimbursement of paid fees and contributions is usually not possible after this.

However, in the event of unenrollment with immediate effect up to one month after the start of the lecture period, the tuition fees for international students and the second degree course fees as well as the administrative fee can be refunded. In this context the lecture period started on April 20, 2020.

You can find detailed information under the following link: <https://www.student.uni-stuttgart.de/en/organizing-studies/formalities/fee-reimbursement/>

### **2. Unenrollment with immediate effect**

Unenrollments usually take place at the end of a semester. Unenrollment with immediate effect is also possible if justification is provided. This is a prerequisite for the reimbursement of tuition fees and the administrative fee if it is done up to one month after the start of the lecture period. The recognized reasons can be found under the following link: <https://www.student.uni-stuttgart.de/en/organizing-studies/formalities/unenrollment/>

In addition to the reasons mentioned there, the University of Stuttgart recognizes a corona-induced drop-out in summer semester 2020 as a reason for immediate unenrollment.

In this context, attention is also drawn to the possibility that after registration for the last exams required for the degree, enrollment is no longer mandatory for taking the exams. However, you should carefully consider whether you want to give up your student status and the benefits associated with it before completing your studies. You can find detailed information under the following link:

<https://www.student.uni-stuttgart.de/en/organizing-studies/formalities/re-registration/>

### **3. Impending unenrollment due to a failure to show proof of a pre-course internship**

For students wishing to enrol on a study program where a pre-course internship is mandatory and who face unenrollment in the winter semester 2020/21 because they have been unable

to find an internship placement due to the current economic situation and are therefore unable to show proof that they have completed such an internship placement, are politely asked to contact the relevant internship office or examination committee.

The deadline for delivering proof of the completion of a pre-course internship can be extended by one semester by the abovementioned officials if the student is able to show that s/he already has an internship placement and will have completed this placement by the end of the winter semester, or they can show that their attempts to find an internship placement were unsuccessful. The responsible internship office and examination committee can provide more details about what is required to obtain an extension.

#### **4. Individual standard study periods/ Bafög**

The changes to the State University Law from 24th June 2020 specify that the standard period of study for all students who are enrolled at university in the summer semester 2020 will be extended by one semester. The individual standard study period is one semester more than specified in the study program examination regulations. The individual standard study period affects the period of time students are entitled to receive Bafög, and the optional trial examination rules – as long as the examinations regulations specify that the optional trial examination applies. The rules pertaining to optional trial examinations only apply to course assessments and exams that are completed within the standard study period. The individual standard study period also applies to students who have taken a leave of absence during the summer semester 2020. The University of Stuttgart is currently still investigating how best to implement this new rule and more details will follow at a later date.

## **Appendix: Change history of versions 1.0 to 1.6**

**Changes to version 1.5 from June 23, 2020 are marked in red:**

### **p. 13, ch. III. 4.: Inclusion of a regulation on excursions**

Excursions which are part of modules and which are absolutely necessary for the successful completion of a module can be carried out with the permission of the Rectorate up to a maximum group size of 20 persons (including teachers and employees) within Baden-Württemberg. The reasons which make it absolutely necessary to carry out the excursion and the maximum group size must be stated in order to obtain the approval of the Rectorate. In addition, a SARS-CoV-2 hygiene concept agreed with the Occupational Medical Service or the staff unit Safety and Health must be enclosed with the application.

Applications for excursions must be submitted at least 14 days before the start of the excursion. In urgent cases, the Rector may grant permission by urgent decision.

**Changes to version 1.4 from 09.06.2020 are marked in red:**

- Editorial changes in accordance with state corona guidelines from the version released on June 15, 2020: all relevant deadlines have been moved from June 15 to **June 30**.

**p. 12f., ch. III. 4.: Changes relating to maximum group sizes in the first, third and final paragraphs:**

Teaching events and the skills acquired through such events (certain abilities and knowledge) that have changed significantly due to the use of alternative digital formats, and which **must take place** in the summer semester 2020 can take place in groups of maximum **20** people in special laboratories or work rooms at the University of Stuttgart, in compliance with the University of Stuttgart's SARS-CoV-2 hygiene concept. These include practical teaching events such as practical laboratory classes, dissection classes, and experimental, individual student projects, and, in particular, final theses (s. a. IV 2.5). Teaching events that meet this description but involve more than **twenty** people in one room must be approved by the rectorate.

Teaching events that take place outdoors, or outside of university buildings, including in the city park, are only permitted if it is not possible to hold the event online. In this case, the maximum group size is **10** people (§ 3 para. 1 Corona-VO (corona guidelines)). Students who take part in such events do so at their own risk. The rules specified in the University of Stuttgart's SARS-CoV-2 hygiene concept must always be complied with. The person responsible for organizing any teaching event held outdoors is also responsible for ensuring that the hygiene guidelines are followed.

**Lectures** that are part of student projects can take place, effective immediately, with maximum **twenty** people in a group, in compliance with the abovementioned University of Stuttgart SARS-CoV-2 hygiene concept.

**p. 25, ch. VII. 1. From clause 2, changes relating to admissions procedures in undergraduate study programs**

The admissions deadline for undergraduate study programs with NC is **20 August 2020** for applications for the WS 2020/21. This deadline also applies to undergraduate study programs that require students to sit an entrance exam.

Due to the postponement of the admissions deadline for undergraduate study programs, the start date of the admissions period will also be altered:

- For joint bachelor study programs (B.A. and B.A. teaching degrees) the opening date for applications was the beginning of June.
- The opening date for applications to all conditional B.Sc. and single-subject B.A. (with NC), that are subject to DoSV, has not yet been decided and will be announced in due course. Current information from the Stiftung für Hochschulzulassung states that the application process is likely to begin on **3 July, 2020**.

**Changes to version 1.3 from 28.05.2020 are marked in red:**

- **P. 11, ch. III. 4.: Changes relating to maximum group size in the first and last paragraphs:**

Teaching events and the skills acquired through such events (certain abilities and knowledge)

that have changed significantly due to the use of alternative digital formats, and which **must take place** in the summer semester 2020 have been permissible in groups of maximum ten people since 4 May, 2020, in special laboratories or work rooms at the University of Stuttgart, in compliance with the University of Stuttgart's SARS-CoV-2 hygiene concept. These include practical teaching events such as practical laboratory classes, dissection classes, and experimental, individual student projects, in particular, final theses (s. a. IV 2.5). Teaching events that meet this description but involve more than ten people in one room must be approved by the rectorate.

**Lectures** that are part of student projects can take place, effective immediately, with maximum ten people in a group, in compliance with the abovementioned University of Stuttgart SARS-CoV-2 hygiene concept.

- **P. 21, ch. V.: Changes relating to maximum groups size in the first paragraph:**

Oral doctoral examinations may take place, as long as no more than **ten** people are present, and the University of Stuttgart's SARS-CoV-2 hygiene standards are complied with.

**Changes to Version 1.2 from May 28, 2020 are marked in red**

- p. 11, Chapt III. 4: Adjustment regarding the maximum group size in the first and last paragraph:

From May 4, 2020, courses for which the acquisition of skills and knowledge would be significantly altered because of the conversion to alternative digital formats and which absolutely must take place in summer semester 2020 can be held with a maximum of **ten** persons in special laboratory facilities or work rooms of the University of Stuttgart in compliance with the aforementioned SARS-CoV-2 hygiene concept of the University of Stuttgart. This includes practical courses such as laboratory internships, preparation courses, and individual experimental work, in particular final theses (see also IV 2.5). Courses as described above with more than **ten** persons in one room must be approved by the Rectorate. ...

Presentations in the context of student work can now be held with a maximum of **ten** people in compliance with the aforementioned SARS-CoV-2 hygiene concept of the University of Stuttgart.

- p. 18, Chapt. V: Adjustment regarding the maximum group size in the first paragraph:

Oral doctoral examinations may be conducted as long as no more than **ten** persons are present and the applicable hygiene standards and distance rules of the SARS-CoV-2 hygiene concept of the University of Stuttgart are observed.

### Changes to Version 1.2 from May 12, 2020 are marked in red

- Editorial adjustments in accordance with state corona regulations from the version dated May 27, 2020. All affected deadlines have been changed from May 24 to **June 15**.
- p. 15 f., Chapt IV. 3.1: Changes in paragraphs 1, 2 and 4 after the resolution of the Rectorate from May 26, 2020:

To compensate for the adverse effects of the corona pandemic, all affected students will be given adequate extensions to complete their assignments (term papers, research projects, bachelor's and master's theses). Adverse effects include the closure of the university library (including institute libraries), the closure of university computer pools and disruption caused to any experimental work due to the closure of buildings and companies.

Due to closures and other adverse effects of the corona pandemic between March 16 and May 3, the University of Stuttgart agreed a general deadline extension for students who were due to submit an assignment. In this context, affected students need to be aware that an automatic extension is only possible for assignments where the deadline is managed by the University of Stuttgart's central examination office. In detail, the following rules apply: ...

Additional deadline extensions must be organized for any students adversely affected by the corona pandemic in terms of their ability to complete academic assignments. Decisions on whether an additional deadline extension can be granted are made by the relevant authorities in accordance with exam regulations upon application by the affected student. In the case of such applications, students must explain why they have been adversely affected, and specifically what the adverse effects are and their relevance. The heads of the examinations committee are responsible for deadline extensions for bachelor's and master's theses and research projects. The relevant examiners/lecturers are responsible for deadline extensions for term papers, as long as it is not stated in the examination regulations that the head of the examination committee is responsible. In this context, the University of Stuttgart's Corona Statutes ensure that extensions can be granted that are longer than the maximum period specified in the examination regulations, as long as it is necessary to compensate for the adverse effects of the corona pandemic.

## Changes to Version 1.1 from May 5, 2020 are marked in red

- Editorial adjustments in accordance with state corona regulations from the version dated May 9, 2020. All affected deadlines have been changed from May 11 to **May 24**.
- p. 9, Chapt III. 4., sentence 3: Courses as described above that involve more than five people **in one room** must be approved by the Rectorate.
- p. 16., Chapt V., paragraph 3., last sentence: The relevant regulations have been added to the **statutes from May 6, 2020** and to the regulations for doctoral degree studies 2011 and 2016.
- p. 17 f., Chapt VI. 3.: the third paragraph has been deleted and replaced by the following passage:

In conjunction with this, the Rectorate at the University of Stuttgart has agreed the following measures to support affected students as they transfer to a master's study program:

- o The enrollment deadline for master's study programs for the summer semester 2020 has been extended to May 31, 2020.
  - o The period of validity for conditional admissions determined in the summer semester 2019, and whose three-month period of validity would end in the summer semester 2020, has been extended for the duration of one semester. This means that students with a conditional offer for a place on a master's study program who are now unable to prove completion of their bachelor's study program by 31 May 2020, may now enroll on the Master's study program in the winter semester 2020, without needing to reapply for the master's study program.
  - o In this context, **the corona statute** also already includes more flexibility in terms of master's modules that can be taken in advance, for students studying a bachelor's study program at the University of Stuttgart, who also wish to enroll for a master's study program at the University of Stuttgart.
- p. 18 f., Chapt VII. 1.: The following passage was inserted after the first paragraph:

Due to the postponement of application dates for undergraduate study programs, changes have also been made to the opening date for the application process:

- o The application period for bachelor's study programs with unconditional admission (no NC) (B.Sc. and B.A. single-subject) will begin on May 15, 2020.
- o The opening date of the application period for combined bachelor study programs (B.A. and B.A. teaching degrees) has not yet been decided and will be announced in due course. It is likely that the opening date for applications will be at the beginning of June.
- o The opening date for applications to all conditional B.Sc. and single-subject B.A. (with NC), that are subject to DoSV, has not yet been decided and will be announced in due course. According to current information issued by the Stiftung für Hochschulzulassung, the application process is likely to begin on July 1, 2020.
- o The application process for admissions to later semesters (bachelor) will open on the same date as applications for those applying for the first semester of the same study program.

For more information about application dates please visit: <https://www.uni-stuttgart.de/en/study/application/dates/>

- p. 19, Chapt VII. 2.: The following passage was inserted after the first paragraph:

The application process for master's study programs will begin as follows:

- The application period for master's study programs with unconditional admission (no NC), will begin on May 15 2020.
- The application period for conditional master's study programs (with NC) and all Master of Education, will begin on May 20, 2020.

For more information about application dates please visit: <https://www.uni-stuttgart.de/en/study/application/dates/>

## Changes to Version 1 from April 28, 2020 are marked in red

- Editorial adjustments in accordance with the Corona Regulation of the Federal State in the version of May 4, 2020: all affected deadlines have been changed from May 4 to **May 11**.
- p. 3: Inclusion of a **table of contents**.
- p. 4 Preamble: 3rd paragraph, second bullet point:  
Corona Statutes (will be published **in the official notices** in the week of May 4–8, 2020)
- p. 7 f., Chapt III. 4.:

The first paragraph has been amended as follows:

From May 4, 2020, courses for which the acquisition of skills and knowledge would be significantly altered because of the conversion to alternative digital formats and which **absolutely must take place** in summer semester 2020 can be held with a maximum of five persons in special laboratory facilities or work rooms of the University of Stuttgart in compliance with the aforementioned SARS-CoV-2 hygiene concept of the University of Stuttgart. This includes practical courses such as laboratory internships, preparation courses, and individual experimental work, in particular final theses (see also IV 2.5). Courses as described above with more than five persons must be approved by the Rectorate. **For this purpose, the reasons why it is absolutely necessary to hold the course on campus in summer semester 2020 must be indicated. The maximum group size and the measures to comply with the SARS-CoV-2 hygiene concept of the University of Stuttgart must also be stated. [NEW:] Adherence to the SARS-CoV-2 hygiene concept of the University of Stuttgart must be confirmed by a statement from Occupational Medical and Health Services or the Safety Department.**

**The application to hold the course on campus must be submitted at least 14 days before the first class. In urgent cases, the Rector may grant approval by emergency decision.**

- p. 14, Chapt IV. 3. 1: A footnote has been added to the second paragraph:

Because of the closure of the University Library, including the Institute Libraries, until May 3, 2020, all deadlines for term papers, research projects, and bachelor's and master's theses will be extended by the duration of the closure<sup>3</sup>. Please note that an automatic renewal is possible only for papers for which the deadlines are administered directly by the Central Examination Office of the University of Stuttgart.

**Footnote 3: The deadlines for submitting theses have already been generously extended by the university. It is still being examined whether a further extension of the deadline is necessary for individual students in order to compensate for disadvantages. Any changes will be announced in the next version of the Corona Guidelines. Until then, the regulations previously communicated shall apply.**