The 2020/21 »Hybrid« Semester at Osnabrück University

(1) The winter semester 2020/21 will take place as a hybrid semester using the following three course formats: (a) online courses, (b) hybrid courses and (c) face-to-face courses (as per the instructions of 04/23/2020 and 06/29/2020). Courses focusing on first-semester students, international students or examination candidates have the highest priority in the allocation of rooms for hybrid courses (according to the principle of priority esp. re. room sizes).

(2) Online courses taking place throughout the semester will take place exclusively in virtual seminar rooms. Face-to-face courses will take place in certified rooms deemed suitable for purpose. Professors and lecturers teaching hybrid courses will also be allocated suitable rooms in the university. Because the necessary precautions with respect to hygiene mean that the number of seats for students attending courses in person are limited and probably insufficient for all participants, each course must be allocated a virtual seminar room for those participants who are not taking part in person.

(3) The professor or lecturer teaching the course will decide on the appropriate course format and will enter this into stud.ip. Purely face-to-face courses will take place subject to the provisions governing the summer semester 2020 (i.e. practical courses, especially those taking place in particular laboratories or rooms). As previously, this still requires the approval of the Dean of Studies.

(4) Registration of all courses (incl. no. of participants and time/room preferences) will be completed on stud.ip by the professor or lecturer teaching the course as in previous semesters before the pandemic. Existing room bookings for the courses already registered in stud.ip will be cancelled and can be re-entered into stud.ip between July 15th and August 15th. So that the principle of priority can be applied, courses with a majority of first semester students, international students or examination candidates must be marked as such. These courses will then be allocated the largest rooms in this order of priority.

(5) The Dean of Studies then assesses these course registrations on the basis of registrations from the previous year with a particular focus on the above-mentioned participant profile and the plausibility of the envisaged number of participants. The Dean of Studies then enables the room booking in stud.ip and informs the Vice President for Academic Program Development and Teaching. Dezernat 6 will then allocate rooms by Sept. 30th, 2020.

(6) In the case of hybrid courses, the professor or lecturer teaching the course takes and is answerable for the decision determining which students are present in person and which are to participate online. When issuing invitations to students to participate in the course, the professor or lecturer teaching the course must give due consideration to the principle of priority and the particular challenges of accommo-
dating at-risk groups. Students attending the courses in person are not subject to mandatory attendance.

(7) Students who are allocated a place in the on-campus seminar room for a hybrid course must **book it in stud.ip for the scheduled time of the course**, and where necessary for each individual course session. Students who are not registered in stud.ip are not permitted to enter the seminar room.

(8) The professor or lecturer teaching the course is responsible for **keeping to the maximum number of students in the course as well as social-distancing and hygiene precautions**. This includes airing the seminar room before and after the course takes place and ensuring face coverings are worn up to the point at which the participants take their seats in the room. In open access buildings, the building management will set up a collection point for face coverings (in case anyone has forgotten theirs), disinfectant and wipes. If the building in question is not an open-access building and there is therefore no security presence in the foyer to ensure that people are keeping to the social distancing and hygiene regulations, then the professors or lecturers teaching the course must let the course participants in and out of the building themselves.

(9) **Examinations** will be carried out in line with the regulations and experience from the summer semester 2020. On-site examinations in the winter semester 2020/21 will not take place during semester weeks in order to avoid scheduling conflicts.

(10) In addition to technical assistance and university teaching **support** (esp. LehrKolleg/virtUOS) for course instructors carrying out online examinations and courses, there will also be a comprehensive **mentoring program (OSKA)** for freshers which envisages allocating a personal contact person to every first semester student for the winter semester 2020/21.
Winter Semester 2020/21
On-Site Regulations and Room Allocation

Decision on variant and registration in stud.ip between July 15th and August 15th, 2020

Room allocation takes place by September 30th, 2020

Room Registration »as if there were no corona«

Online course
- Room is donated to the pool of rooms

#UOS hybrid course
- Some students are present in person, others participate online
- As long as social distancing rules apply, the capacity of the room serves as the max. no. of on-site participants
- Allocation of on-site places via stud.ip using the principle of priority (1st sem., internat. students & exam candidates)

On-site course
- Only according to the criteria valid for the summer semester (practical courses in e.g. specialist labs or work rooms)
- Deans' offices responsible for room organization as usual in consultation with D6