

## Guidelines for Campus behavior during examinations amidst the Corona outbreak

This document is set in place to detail the policies and guidelines required to undertake examinations **on campus** amidst the Corona outbreak in a safe manner and reducing the risk of contagion.

These guidelines solely relate to examinations taking place physically on campus. Please note, due of the nature of the epidemic, these guidelines are susceptible to change and therefore there is a need to act according to requirements established at the time of undertaking the exam.

### **Arrival at exam location:**

On exiting their residence and before arrival at campus, candidates must check their temperature, fill a health declaration and at all times wear a mask that covers both their mouth and nose.

Entry to exam location will be refused if a mouth and nose mask is not worn and if candidate does not provide a signed health declaration.

Health Declaration can be filled:

- via [web-link](#) , confirmation is sent as SMS to specified mobile number;
- via university app ([Android phones](#), [IOS phones](#))
  - Initial registration is required.
  - Entre personal area by selecting the link found on the top left corner; select forms, Health Declaration, fill in the required information.
  - Copy of the completed form will be sent to email provided, as an attachment.

**Signed Health Declaration must be presented to the security guard on entrance to the campus.**

All those arriving and staying at the exam location must wear their mask at all times.

It is prohibited to gather at the entrance of the exam location.

**Ministry of Health guidelines must be followed:**

- Traveling by hired bus or public transport - there is a requirement to maintain one clear seating row behind the driver, and to sit in a dispersed manner where only one passenger is on either side of the passageway.
- Traveling by taxi - allows for driver and single passenger. Whereby, both must wear their mask to cover mouth and nose at all times; and the passenger is sitting in the back seat with the windows open.
- Traveling by private vehicle – only allowed to be occupied by members of a family unit or individuals residing in the same place.
- Traveling by foot to the exam location should be done in solitude.
- Candidate should not leave their residence if they meet one of these conditions:
  - Suffering from symptoms of Corona
  - Required to be in isolation or quarantine, as per guidelines of the Ministry of Health, such as in the case of raised body temperature.
  - Confirmed as having Corona and still not recovered.

**Entrance to exam location:**

- Entrance of candidates to exam location will be done in stages and by keeping a distance of 2 meters between each person.
- At the entrance to each exam location there will be disinfectant supplies for the purpose of disinfecting hands.
- Upon entering and exiting the exam location it is required to disinfect hands through means of washing with soap, use of alcoholic gel or other approved disinfectant product.

**End of Exam:**

At the end of the exam and returning the assessment to the examiner; the examiner will write the candidate's details and time of completion.

Candidates who complete their exam will immediately exit the classroom and exam location and return to their accommodation via the approved mode of transport, as specified by the Ministry of Health.