



# BUDAPEST UNIVERSITY OF TECHNOLOGY AND ECONOMICS

## Further measures in relation to enhanced epidemiological protection March 16, 2020

### Provisions concerning the organization of study work and schedule of Spring Semester

1. After the extraordinary school holiday ordered by the Rector and the spring holiday moved earlier (with a total period of March 12-20, 2020), BME will switch to distance education work order from March 23, 2020 until the Government withdraws the state of emergency or orders other measures.
2. The week starting on March 23 will be considered as Week 6 of the study period.
3. Instructors continue to fulfil their duties in the distance education work order.
4. The Spring Break initially ordered for the period of April 14-17, 2020 by the Rector's Order for the schedule of the academic year 2019/2020 is shifted to the period of March 16-20, 2020, accordingly the period of April 14-17, 2020 is considered as teaching period.
5. In the Spring Semester of the academic year 2019/2020, the education work shall be scheduled as originally scheduled, except for the necessary changes due to extraordinary breaks and the rearrangement of school weeks.
6. Students shall have the opportunity to complete the enrolled subjects and obtain credit for the enrolled subjects. A student may not be called upon to drop an enrolled subject. Subject registration can only be deleted upon explicit request of the student submitted through SAS (Neptun).
7. Taking into account the European situation, Hungarian students taking part in exchange programmes abroad (such as the Erasmus program), may register university subjects without any time limit and extra fees and may attempt to complete them.
8. In the distance education work order
  - a) study activities shall be provided using Information Systems, in accordance with the original semester schedule, in order to be continuously followed, processed and received by the students;
  - b) mid-term learning outcomes assessments shall be carried out in accordance with the original spring semester assessment schedule, but introducing the modifications resulted by paragraphs 4 and 5; performance assessments cannot be combined or applied in a concentrated manner;
  - c) In order to facilitate the continuous progress of students, additional checkpoints, feedback points and diagnostic evaluations provided in the Information

- System shall be included in the educational program, the results of which may be taken into consideration in the assessment of the academic performance only if the student succeeds with them.
9. Study activities normally requiring personal involvement of the student in the regular work order (e.g. laboratory practices, pedagogical exercises) shall be solved in alternative ways by using Information Systems in the distance learning work order.
  10. If implementation of provisions of paragraphs 8 and 9 is not possible due to the nature of the study activity, the educational organizational unit shall provide the student with the opportunity to complete another subject that can be completed in a distance learning work order and the content of which corresponds to the learning outcomes of the degree program. In this case the provisions of paragraph 6 do not apply. After the withdraw of the emergency situation, the student cannot be obliged to complete the subjects replaced by other subjects in the current distance education work order.
  11. Provisions of paragraph 10 (subject replacement) may also be implemented by temporarily departing from the program curriculum and exchanging the subject semester of the subjects. In this case, the corresponding subject pre-requisites do not apply.
  12. In addition to the opportunities set out in the academic performance assessment schedule, a further free-of-charge opportunity shall be provided for the retake of the mid-term study activities (failed or non-completed study activity or for purpose of improvement of grade), by the tenth day of the examination period. Requirements for limiting the number of repetitions and retakes in the subject requirement do not apply in the current situation.
  13. Exams and complex exams shall be announced for the examination period in accordance with the Rector's Order for the schedule of the academic year 2019/2020 as follows:
    - a) exams, complex exams shall be conducted using information technology;
    - b) the minimum number of exams and complex exams is two per week during the examination period;
    - c) in case of combined exams, the oral examination part, including the oral examination part of complex exams, may be dispensed with;
    - d) upon the request of a student, additional – deferred – exams may be announced in the two weeks after the examination period without specific permission.
  14. The Coordination Committee will provide information on the procedure for conducting admission interviews, admission exams and final exams later.
  15. Activities related to doctoral programs and obtaining doctoral degrees – complex exam, defense of thesis – cannot be held until other measures are taken.

*Coordination Committee*