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**Joint Instruction 20/2020 of the Rector and the Chancellor
on the Order of Entering the Premises of the University
During the State of Emergency**

The leadership of the University of Pécs (hereinafter: university) is determined to safeguard the health, life, and safety of its citizens, including their personal safety, the protection of their properties and their rights. The management is committed to taking every necessary precautions to prevent the coronavirus pandemic from spreading further. Therefore, during the state of emergency declared by the Government Decree 484/2020 (10 November) (hereinafter: Decree) the following special provisions shall enter into force on entering university premises.

**Chapter I
Scope**

Article 1 (1) The scope of the regulation shall cover every study programme that constitutes a student status (vocational, undergraduate, undivided, single-tier, graduate, post-graduate specialist, and doctoral training), those individuals who have student status at the university (hereinafter: students) regardless of their citizenship, and those individuals who study in other training programmes.

(2) The scope of the regulation shall cover the employees of the university regardless of the legal form of their employment (hereinafter jointly: employees).

(3) The scope of the regulation shall also cover every other individual who is eligible to enter the premises of the university under the regulation.

Article 2 (1) The scope of the regulation shall cover the Clinical Centre only to the extent of the particular provisions set forth herein regarding the clinical practices of students.

(2) The scope of the regulation shall not cover the dormitories and other accommodations managed by the university's Student Services Centre. The rules on entering these premises are outlined in another Joint Order.

(3) The scope of the regulation shall not cover the public and vocational schools managed by the university, nor the students or the employees of such schools. The principals of such schools are authorized to outline their respective regulations in line with the sectoral guidelines according with the closing provisions of this regulation.

**Chapter II
Entrance Rules
General Provisions**

Article 3 (1) During the state of emergency, university facilities are open according to the opening hours agreed in advance with the Director of Facility Management and Procurements Centre and published in the usual local way. except the facilities of the Clinical Centre.

(2) Entering university premises shall be bound to a definite goal (e.g. teaching, research, work, studying, administration, sports activity, attending events, the proper use of recreational facilities by authorised persons) and be limited to the duration of achieving that particular goal.

(3) Only healthy individuals who do not show any symptoms of coronavirus infection shall enter university premises at their own risk.

(4) In order to reduce the risks, it is recommended to wear a mask (medical mask, safety mask or mask made of textile or other material) covering the nose and mouth at all times indoor throughout the University, if the protective distance of one and a half metres cannot be maintained.

(5) Wearing a mask on the premises of the Clinical Centre is governed by the relevant legislation and internal instructions and may be subject to more stringent requirements than those generally applicable under this regulation.

(6) Everyone shall comply with the epidemiological safety measures (Epidemic Safety Guidelines) published on the university website.

Article 4 (1) Violators of the rules outlined in Article 3 will be held accountable. The person acting on behalf of the operator of the building may warn the violator to cease the violation. If the violator does not comply with the rules set forth in Article 3 following the warning, then the violator shall leave the university premises.

(2) If the violator still does not comply with the rules after the measures taken under paragraph (1) or if the violator repeatedly violates the rules, the relevant provisions of university disciplinary and liability procedures shall apply.

Article 5 (1) The heads of units may order body temperature checks before entry. Providing human and material resources for the checks shall be the responsibility of the respective head of unit.

(2) Individuals, who provide a medical certificate that proves that their symptoms are not of the coronavirus infections shall enter university premises.

(3) The head of the unit may require a negative SARS-CoV-2 antigene rapid test taken no more than 3 days before entry to a university premise from an employee who was released from an official home quarantine due to a verified coronavirus infection, even if the employee shows no symptoms.

(4) The staff of the Clinical Centre shall only participate in in patient care after negative rapid antigene test taken according to the “Epidemiological and Infection Control Regulations in Connection with the Novel Coronavirus identified in 2020” protocol issued by the National Public Health Centre.

Chapter III Special provisions Events

Article 6

Article 6/A

Study administration

Article 7 (1) In general, study administration is conducted online (e-mail, Neptun), except:
a) paying fees with cash at cash desks (according to the Code of Charges and Benefits),
b) with appointments (made by phone or e-mail).

(2)

(3)

Meetings of university bodies

Article 8 (1) Meetings of university bodies may be held in person.

(2)

Higher Education Study Programmes

Article 9 (1) Education in the second semester of the Academic Year 2021/2022 shall be conducted in the normal, face-to-face manner at the university, including classes, exams, and practices. Derogation from this rule shall be allowed by the Dean in justified, exceptional cases.

(2) The Faculties shall organize their study programmes in line with Annex 17 on the Special Provision under the Novel Coronavirus Pandemic (hereinafter: Annex 17) of the Code of Studies and Examinations (Annex 5 to the Statutes of the University of Pécs, hereinafter: Code of Studies) and the provisions of the ministry.

(3) The Deans are authorized to outline the detailed rules in their Dean's Orders.

Practices in the Clinical Centre

Article 10 (1) Special precaution shall be applied at the Clinical Centre, therefore every student (regardless of nationality) who takes part in practices at the Clinical Centre must comply and verify compliance with the special provisions, protocols, and epidemic preventive measures set forth by the President of the Clinical Centre.

Special provisions for the doctoral training

Article 11 (1) To earn the course credits connected to the theoretical elements of the doctoral training, the courses and exams for doctoral students may be organized in a digital form (online) or in-class, based on the decision of the doctoral student's Faculty (which registered and administers the student).

(2) In the case of the practical training elements of the doctoral program, the tasks related to the research are performed by the student (and the supervisor) at the University, at the place designated for the practice, in compliance with the relevant rules. If the doctoral student's Faculty (which registered the student) lays down special rules, the research must be carried out taking this into account.

(3) The admission exams, the complex exams, the final exams of the doctoral candidates, as well as the thesis defenses can be conducted in a digital form (online) or in class.

(4) The Doctoral Schools and the Doctoral Councils shall follow the regulations of the student's Faculty (which registered the student) and shall organize the PhD / DLA training and its elements during the state of emergency in compliance with the respective regulations. However, rules that would change the provisions on the composition of Committees shall not be applied, therefore the number and participation of internal and external members shall be determined pursuant to the rules and regulations on doctoral training.

Special provisions on the public lectures in the habilitation procedures

Article 12 (1) During the habilitation procedure, the public classroom and scientific lecture(s) set forth by the habilitation regulations of the University (Annex 48 to the Statutes of the University of Pécs), can be held in attendance, online or in blended form, depending on the respective form of the chosen subject announced by the dean within the accredited training program of the the current semester.

(2) In the case of presentations in online or blended form, the Judging Committee and the audience must also be given the opportunity to ask questions after the presentation.

(3) The secret ballot of the Judging Committee and the students can also be implemented electronically, provided that the electronic system (online platform) used in the decision-making process guarantees the identification of the participating member and at the same time the confidentiality of the voting.

Sports facilities, swimming pools, other recreational facilities

Article 13 (1)

(2)

(3) University citizens are allowed to use the outdoors sports facilities of the University for recreational sports activities during the state of emergency too.

Article 13/A

Article 13/B

Chapter IV

Closing, entry into force, and authorization provisions

Article 14 (1) The heads of autonomous units are authorized to introduce special provisions under this regulation at their respective units on the order of entering the unit's premises. The Cabinet Chief shall be notified about these provisions.

(2) The orders and protocols outlined according to Article 2 (3) by the principals of public and vocational schools managed by the university shall be sent to the Chief of the Operative Crew for approval.

(3) The Operative Crew shall be authorized during the state of emergency to:

- a) outline the rules of procedure to ensure a hygienically safe environment,
- b) outline the rules pertaining to SARS-CoV-2 PCR test required by the university for students and employees.

(4) The Facility Management and Procurements Centre of the Chancellery shall be authorized to review the lease agreements and to initiate the amendment or termination of those agreements that do not comply with the goals outlined in this Order.

Article 15 (1) With the entry into force of this regulation, Joint Order No. 14/2020 of the Rector and the Chancellor shall lose effect.

(2) This regulation shall enter into force on the day of publication and remain in effect until repealed.

(3) The first amendment of this regulation shall enter into force on 10 May 2021.

(4) The second amendment of this regulation shall enter into force on 1 June 2021.

(5) The third amendment of this regulation shall enter into force 3 July 2021.

(6) The amendments of this regulation stipulated in Joint Instruction 8/2021 by the Rector and the Chancellor shall enter into force on 27 September 2021, except the provisions of Article 2 (2) which shall enter into force on 1 October 2021 due to the reorganization of the Residence Services.

Pécs, 11 November 2020

Dr Attila Miseta
Rector

István Decs
Chancellor

Note:

The sixth amendment of this regulation shall enter into force on 07 March 2022.

Pécs, 07 March 2022

Dr Attila Miseta
Rector

István Decs
Chancellor