

APPLICATION OF THE RESOLUTION OF THE VICE-CHANCELLOR'S OFFICE FOR STUDIES AND LINGUISTIC POLICY OF 21 DECEMBER 2021 CONCERNING THE REALIZATION OF EXAMS FOR STUDENTS WHO ARE POSITIVE OR CONFINED BY COVID-19

The exceptional health situation generated by Covid-19 and the restrictions that it may entail on the ordinary development of the university activities for some people suggest **adopting specific measures regarding the realisation of exams** in first term and annual subjects of the academic year 2021-2022 for those students who, **in the dates allocated for the exams, are confined either by being tested positive by Covid-19 or having been in close contact with an infected person.**

In this sense, and in accordance with the provisions of Art.9 (procedure for examination incidents) of the [UV Bylaws for Assessment and Grading](#), and the VC resolution, which “allocates the Schools the original authority to assess the adequacy and validity of the circumstances that apply in the applications submitted by the student(s) regarding the reasons stated in this resolution and transfer them, if applicable, to the relevant department for their treatment”, the Faculty of Philology, Translation and Communication, as agreed with the Faculty Covid-19 Committee, establishes the following **PROCEDURE**:

1. Students who are confined by being tested positive by Covid-19 or have been in close contact with a Covid-19 positive (notified by the health authorities), besides informing of their situation to covid@uv.es, must **fill in and submit the attached form**, providing proof and documentation of their situation. The form will be sent by email to: covidfftic@uv.es immediately, **and with sufficient time ahead of the exam(s)** they will not be able to attend. Only applications sent from a UV email account alumni.uv.es will be considered.
2. Students will send to covidfftic@uv.es the following documents:
 - a. **Students who have been tested positive:** viral test (done in a public or private health institution), or equivalent, **with a completion date.**
 - b. **Students who have been in close contact with a person tested positive:** viral test, or equivalent, of the person tested positive with whom they have been in close contact. In this case, it is necessary to obtain the consent of the person concerned to provide such information.

- c. Alternatively, if students cannot provide the results of a viral test and/or it is not possible to provide evidence of close contact, they must submit **proof of registration in the Covid-19 Registry of the Valencian Government Council for Public Health: [link](#)**.
 - d. If, at the time of the application, students are not able to provide documentation of their condition, they must **submit a sworn statement** stating their conditions and that they will not incur in the provision of falsified evidence. Students will then have **a maximum of 10 days to provide the requested documentation. Failure to do so will result in the student not having the option to take the exam at another time.**
3. The Covid-19 Committee of the Faculty of Philology, Translation and Communication will check the documentation provided and will contact the BA/MA Degree Coordinators, Heads of Departments and lecturers to report the cases and guarantee that the student can take the exam on an alternative date.
- Together with the BA/MA Degree Coordinators and Heads of Departments, the lecturer will **set an alternative date for the exam(s) of the subject(s) involved**¹, which will preferably be the same for all affected students. In any case, the alternative dates will be set after a potential quarantine period.
- Based on the aforementioned, the exam(s) can be taken beyond the official dates set in the academic calendar and, preferable, **by the 18 of February 2021, included.**
4. In case the Official Academic Records have already been signed and issued, the Covid-19 exceptional circumstances will apply, **lecturers will enter a record, in accordance with art. 19.3 of the UV Bylaws for Assessment and Grading.**
 5. At this point, the resolution of the Vice-Chancellor's Office for Studies and Linguistic Policy states that: **"exceptionally, depending on the characteristics of the subject(s) involved, and only in the circumstances specified in this resolution,** may it be

¹ Lecturers will inform the Faculty's Covid-19 Committee of the new date (covidfftic@uv.es) and reserve a room and date following the [standard procedure](#). Since space availability is severely limited in February by the 2nd-term classes. Should the number of students and the Covid-19 safety regulations permit it, it is highly advised that some alternative spaces or rooms in the departments are found.

decided to take an exam in a different format from what stated in the course guide. For these cases, the exam(s) must ensure the same level and content requirements as for the rest of students. Furthermore, adequate conditions will be determined to verify the student's identity and authenticity of the test and to guarantee privacy rights". **The instructor may decide to apply this option for the exam to be taken on the date set in the official schedule or only on the date of the postponed exam if the confinement conditions remain.**

Since this point refers to **very exceptional circumstances** that may prevent the application of the aforementioned, **the applicability of point 5 will be studied and evaluated by the Faculty's Covid-19 Committee, the BA/MA Degree Coordinators and Heads of Departments.**

Approved by the Faculty Council on December 22, 2021