



Sveriges lantbruksuniversitet
Swedish University of Agricultural Sciences

Board of Education
Chair

DECISION

SLU ID: SLU.ua.2020.1.1.1-4041

28 October 2020

Distribution list

Extension of instructions for teaching and examination at first- and second-cycle level in light of the Covid-19 pandemic

Decision

The chair of the Board of Education has decided

that the instructions in annexe 1 to this decision apply during the 2021 spring semester, 18 January to 6 June, and

to repeal the following decisions as of 18 January 2021:

- *New instructions for teaching and examination at first- and second-cycle level in light of the Covid-19 pandemic as of 8 June 2020 (SLU ID: SLU ua 2020.1.1.1-2319)*
- *Additional instructions for teaching and examination at first- and second-cycle level in light of the Covid-19 pandemic of 16 September 2020 (SLU ID: SLU ua 2020.1.1.1-2319)*
- *Temporary exemption from the instructions due to the ongoing pandemic of 5 October 2020 (SLU ID: SLU ua 2020.1.1.1-2319).*

Presentation of the matter

To manage the Covid-19 pandemic, the Public Health Agency of Sweden (www.folkhalsomyndigheten.se) issues binding guidelines to reduce the spread of the coronavirus. As of 15 June, their guidelines, advice and recommendations that apply to society as a whole also apply to higher education institutions.

Reason for the decision

The vice-chancellor's policy decision of 8 June 2020 asks the chair of the Board of Education to draft new instructions for teaching and examination based on these new guidelines, as follows from the present decision.

Significance and foreseeable consequences of the decision

The instructions for courses and programmes at first-cycle and second-cycle level that have applied during the 2020 autumn semester are extended and will also apply to the 2021 spring semester.

However, adaptations are still needed to ensure that we comply with the guidelines from the Public Health Agency. Digital teaching formats will continue to be needed. Teaching that needs to take place on campus can be carried out, but restrictions will apply to limit the spread of the virus.

Late applications from students who had planned to go on exchange but need to cancel this with short notice due to the pandemic will be handled flexibly; all students will be guaranteed a place on a relevant course at SLU.

These instructions are temporary and are valid during the 2021 spring semester. They apply provided that the guidelines from the Public Health Agency do not change and provided that the decision by the SLU Board of 26 March on *particular authority granted to the vice-chancellor et al because of the corona pandemic* and the vice-chancellor's *university-wide policy decision on teaching and examination* of 8 June 2020 still apply. These instructions will, if necessary, be updated during the semester.

This matter has been decided on by the chair of the Board of Education, Deputy Vice-Chancellor Karin Holmgren, after a presentation by Education Officer Johan Torén. The content of this decision has been prepared by the SLU management team for Covid-19. Head of Division Maria Orvehed also contributed to the preparation of the case. Vice-Chancellor Maria Knutson Wede and Sluss Chair Marie Petersson have been informed about the contents of this decision.

Karin Holmgren

Johan Torén

Annexe

Extension of instructions for teaching and examination at first- and second-cycle level in light of the Covid-19 pandemic

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Annexe to the decision by the chair of the Board of Education, 28
October 2020, SLU ID: SLU.ua.2020.1.1.1-4041

Extension of instructions for teaching and examination at first- and second-cycle level in light of the Covid-19 pandemic

A. The following exemptions from programme and course syllabuses are allowed:

- The examiner may decide on formats for assessing student performance. If the examination is significant for the qualitative targets for a professional qualification, the programme director of studies concerned must be party to the decision.
- The examiner may decide on the teaching format, ensuring that the intended learning outcomes are attainable regardless of the format chosen, but also taking into consideration item B.
- The examiner also decides on any adaptations of compulsory components.
- If an examiner is informed that more than one (1) student on a course, or in the same group of students, has tested positive for Covid-19, the examiner should consider a transition to distance studies, wholly or partly, for at least two weeks. This also applies if another teacher on the course tests positive. The examiner must consult with the head of department before deciding on distance studies. The current guidelines from the Public Health Agency and the region concerned must be applied to anyone who has tested positive for Covid-19.

B. For the use of for pool teaching rooms, the following applies:

- Teaching spaces, including examination halls, must be used in a way that makes it possible to practise social distancing. No more than 50 people may be present in a room at the same time. This applies provided that there is a distance of at least 1.5 metres between visitors when people enter and leave the room and that other guidelines from the Public Health Agency aimed at reducing the spread of the virus are observed. For groups of 50 or more, distance teaching is still required.
Exceptions: SLU spaces that can seat 300 people or more are exempt from the requirement of allowing a maximum of 50 people at the same time. In addition, the rules above apply.
Information on [the number of seats available when practising social distancing](#).
- To maximise the use of pool teaching rooms, excluding examination halls, bookings can only be made for 2-hour slots.

- First-year students need to get off to a good start and familiarise themselves with student life at their chosen destination. In case of a room shortage, first-year courses on programmes will be prioritised over other courses. This applies to first-cycle and second-cycle programmes.
- In case of a shortage, examinations will be prioritised over teaching, in particular exams that cannot be redesigned as take-home exams and consequently can not be offered online. Examinations a student must pass to remain on a course/programme will also be prioritised. See also item C.
- If there is a shortage of rooms, seminars, exercises and other course components with a high degree of interactivity will be prioritised over lectures.
- To maintain social distancing and minimise the risk of flows crossing between teaching rooms and in shared indoor and outdoor environments, sufficient breaks (at least 30 minutes) must be scheduled between groups. Using different start and end times for slots makes it easier to maintain distance when travelling to and from campus.

C. Written examinations:

- Take-home examinations must be organised per the rules for take-home exams in the Education Planning and Administration Handbook, Section 8.4, Other types of examination (tests).
- Examinations may take place on campus provided that there is a distance of at least 1.5 metres between each desk or person (including invigilators).
- See item F for special arrangements for some students.

D. For the teaching and examination of practical components, the following applies:

- Teaching that cannot be delivered digitally if the learning outcomes are to be ensured, such as lab work, can take place on campus provided that the Public Health Agency's guidelines are applied and measures taken to reduce the spread of the virus.
- Fieldwork and study trips can take place provided that the Public Health Agency's guidelines are applied and measures taken to reduce the spread of the virus. The requirement to perform a risk assessment and take measures to reduce the spread of the virus also applies to trips to and from the field location/destination.
- Students doing degree projects that involve experiments at a department or in the field can do so provided that the Public Health Agency's guidelines are applied and measures taken to reduce the spread of the virus.

E. In addition, the following rules apply to placements and clinical training:

- Placements and clinical-practical training can take place provided that the Public Health Agency's guidelines are applied and measures taken to reduce the spread of the virus.
- Placements should continue to the extent possible. If there is a shortage at other clinics, placements at UDS are allowed to the extent the UDS can manage.

F. Special arrangements

- Students who belong to a Covid-related at-risk group¹, or who cohabit with someone who belongs to an at-risk group, should, to the extent possible, be offered alternative teaching arrangements for compulsory components, and to take exams in a room adapted for this purpose. The examiner can request that the student provides a certificate certifying that they belong to an at-risk group.
- Whether international students (who do not have a Swedish personal identity number) can apply for a residence permit or not depends on the teaching format. If studies will primarily take place on campus, they can apply for a residence permit for studies even if some of the teaching will take place online.
- International students who due to travel restrictions or other unforeseen Covid-related difficulties cannot start their studies on site must, if possible, be offered the option of taking part e.g. through audio and video recordings.

G. Information and consultation

- Administrative officers who prepare cases and decisions that concern the study environment must consult with student representatives from the students' union(s) concerned. The guidelines in the Education Planning and Administration Handbook, Section 3.14 *Student influence*, also apply to issues handled by the university administration. When planning new course instances, SLU should utilise the students' experiences from the initial Covid-related adaptations.
- Departments responsible for courses must, where applicable, document and promptly inform the students concerned of decisions on temporary adjustments to teaching and/or examination.