



Fact Sheet on Online Exams

Resolution of the Faculty Assembly on 2 December 2020

RS 4.1.5

Version 1.0

1 Introduction

This fact sheet governs online exams within the Faculty of Law of the University of Zurich. If this fact sheet contains no provisions, the Fact Sheet on Module Exams of 11 December 2013 and the Fact Sheet on Mobility Studies at the Faculty of Law of 11 December 2013 apply. A separate fact sheet applies to the online examination “Introduction to Legal Science”.

The provisions of the framework ordinances (FO) and program regulations for the Faculty of Law continue to apply unchanged.

Online exams include written and oral exams that are taken with the help of electronic end devices.

In case of written online exams the responsible examiners may restrict the number of characters the students may write.

Important information about the exams and the basic technical requirements can be found on the website of the Office of the Dean or the professorial chairs.

2 Aids

Written online exams are conducted as open-book exams. All written documents, in particular official decrees and private collections of decrees, slides, books and notes, are permitted. Underlining and notes in legal texts are permitted as is the addition of tabs and the like. Access to the internet is permitted under reserve of section 4 para. 1.

The legal texts and aids required for the individual exams will be determined by the responsible examiners and published in good time.

Students themselves are responsible for legal texts and other aids. Students are responsible for reviewing the legal texts to make sure they are current.

In addition, students are responsible for ensuring that they can use a private electronic device equipped with the necessary hardware and software for written online exams. They are responsible for ensuring a stable and sufficient internet connection themselves (§ 3 of the Framework Ordinance on the Administration of Online Examinations at the University of Zurich during the Covid-19 Pandemic).

3 Procedure for Written Online Exams

A trial exam is offered prior to the exam. Students can use the trial exam to ensure the compatibility of their technical equipment and familiarize themselves with the online examination system and the form of the posed tasks, respectively.

Students are responsible for the technical equipment. Objections to exam results on the basis of technical defects are not accepted.

Student contacts in the event of problems or questions before, during or after the exam can be found on the website of the Office of the Dean (under Information on Studies/Exams/Online Exams).

If technical problems occur during an exam, the instructions posted on the website of the Office of the Dean must be followed. The competent support department must be notified immediately if an exam cannot be started or handed in due to technical problems (that cannot be corrected in a reasonable amount of time during the exam). Technical problems must be documented as far as possible (e.g. with the help of confirmations or screenshots).

If a health problem occurs during an exam that makes it impossible to continue taking the exam, this must be reported to online@ius.uzh.ch immediately. Requests to cancel an exam are governed by the Fact Sheet on Module Examinations.

Exams must be handed in within the regular exam period. Answers can no longer be uploaded or accepted after the end of the exam period.

4 Dishonest Exam Behavior

Online exams may be completed with the aids provided. Each exam must be completed independently and without external assistance. The use of third-party services is not permitted. In particular, copying and pasting entire text passages, exchanging information with other people and receiving assistance from third parties during the exam are not permitted.

Before the start of each exam, students confirm that they have read and are aware of the Faculty of Law's Code of Honor. By doing so, students agree to comply with the rules defined in the Code of Honor.

Exams that are submitted may be reviewed for plagiarism, in particular team plagiarism.

If dishonest exam behavior is suspected, in particular during the subsequent review of the written online exams, proceedings will be initiated and the matter reviewed. The Vice Dean of Studies determines whether exam rules have been violated or dishonest exam behavior has occurred.

Pursuant to § 36, para. 1 of the Framework Ordinance, the exam will be deemed "not passed" in the event of dishonest exam behavior. The option of initiating disciplinary proceedings remains reserved.

5 Entry into Force

This fact sheet enters into force with the resolution of the Faculty Assembly on 2 December 2020.