

Guideline of the Dean of Studies on alternative examination methods at the University of Natural Resources and Life Sciences, Vienna

in accordance with section 59 para. 1 no. 12 of the Universities Act 2002 and section 81 of the BOKU Statutes

Preamble

Students with disabilities should have equal rights to participate in university life at the University of Natural Resources and Life Sciences, Vienna (section 1 of the Federal disability equality act).

A disability is the effect of a non-temporary physical, mental or psychological functional impairment or impairment of sensory functions that is likely to make it difficult to participate in society (section 3 of the Federal disability equality act).

Students who provide evidence of a disability that makes it impossible for them to take the examination using the prescribed method have the right to an alternative method in accordance with section 59 para. 1 no. 12 of the Universities Act 2002, whereby the content and requirements of the examination must not be affected by the alternative method.

1. Application

Students are entitled to apply for a method of examination that deviates from the method specified in the curriculum and described in BOKUonline. The application must be submitted in writing (by email) to the examiner and should include a proposal for the type of examination method that deviates from the disability.

Alternative examination methods are, for example:

- Oral instead of written examination (and vice versa)
- Extended examination time
- Individual work instead of group work (and vice versa)
- Written work instead of participation in an excursion
- Examination in a separate room
- Exam with sign language interpreting, assistance or technical aids

2. Application deadline

In the case of courses without continuous assessments, the application must be submitted at least three weeks before the respective examination date; in the case of courses with continuous assessments, at least three weeks before the start of the course.

3. Evidence

If the disability is not obvious or known to the examiner, suitable evidence must be attached to the application. Suitable evidence includes, in particular, specialist medical, clinical-psychological or psychotherapeutic certificates. A certificate is suitable if it contains the diagnosis or the special needs with regard to the examination situation.

Short-term impairments (e.g. injuries) only justify an alternative examination method if an imminent delay in study time can be credibly demonstrated.

The submitted evidence may only be stored by the examiner until the end of the four-week examination appeal period pursuant to section 79 para. 1 of the Universities Act 2002.

4. Decision

If the requirements are met, the application for approval of an alternative examination method must be granted. Approval is granted by the examiner no later than one week before the examination date, whereby the type of the alternative method must be communicated in writing (by email).

If the request for an alternative examination method is not granted, the Dean of Studies must issue a decision after consulting the course instructor if the student submits a written request for a decision stating the reasons.

Assoc. Prof. DDr. Hermann Peyerl, LL.M.
Dean of Studies