

**Examination procedure for examinations at the Faculty of WIG
in the winter semester 2024/25**

URGENT UPDATE

Dear Students,

Please strictly adhere to the following instructions:

- 1. The use of unauthorized aids (especially smartphones, smartwatches, in-ear headphones) is prohibited.**
- 2. Communication or interaction with other examinees during the examination, up until the moment when all participants have submitted their exam papers, is prohibited.**
- 3. Once the examination time has ended (as announced by the examiner), further work on the exam is not allowed. Papers must be submitted immediately.**

Violations of points 1 to 3 will result in the exam paper being confiscated without further warning and the grade "5" (Failed) will be assigned due to cheating.

Additional Instructions:

4. Entering the Examination Rooms / Attendance Lists / Student ID
The examination rooms are only entered after being requested to do so by the invigilators. Attendance lists are available at the entrance. Everyone signs in on the lists with their own pen (have it ready!) and shows their student ID.
Anyone who has not registered in time and is not on the attendance list will only be admitted to the examination with reservations and must expect that the examination result will not count.

5. Exam Tasks

The tasks are already concealed in your seat. They may only be turned over when the invigilator announces the start of the examination room.

6. Seating in the Examination Room

You will be informed of your examination room in good time. You must take your seat in the examination room as instructed by the examiner.

7. Handing in the Exams

At the end of the working time you will be asked to leave the examination room one by one. You will place your exams on a table provided.

Good luck with your exam and thank you for your support!