

■ NTHU Epidemic Prevention Guidelines--Courses (Jan. 12 updated):

1. All courses should adopt on-site teaching except for those approved by the university-level Curriculum Committee. (flexible adjustments may be made based on the epidemic situation):
 - (1) On-site teaching: fixed seat is still required for the same class and photo should be taken as the proof for contact tracing.
 - (2) Courses over 80 people: If the number of students exceeds the classroom capacity and it is difficult to adjust the classroom (if there is any problem in adjusting the classroom, please contact the Division of Curriculum), the course can adopt on-site teaching and distance teaching in parallel by dividing students into groups, one for in-class teaching and others for distance learning, then exchange over the week. Please upload the class videos and materials within a week.
 - (3) Taking in-class exam in principle and the detail should be clearly stated in the syllabus.
 - (4) **Instructors and students** should wear masks throughout the class and avoid eating and short-distance talking in the classroom.
 - (5) Hands-on and experimental courses shall be organized in fixed groups, and disinfection shall be carried out when rotating the use of equipment.
 - (6) Performing arts courses:
 - I. **Instructors and students** are required to wear masks throughout the course and should adjust the practice time to avoid discomfort caused by wearing the mask for a long time. (Note: If one has cardiovascular disease or respiratory allergies, please avoid attending the course)
 - II. Using personal equipment (e.g. musical instruments, costumes) is required in principle. Exclusive musical instrument (e.g. mouthpiece) is a must when playing the wind instruments. Sharing is not allowed. Microphones used in drama classes should be dedicated in principle.
 - (7) Scanning the QR Code before entering the classroom.
2. The NTHU Study at Ease Project for COVID-19 Prevention has been posted on “Epidemic Prevention Zone” of homepage of NTHU and Office of Academic Affairs.
 - (1) The students who should quarantine and conduct independent health management and have registered in “NTHU Division of Health Service Survey on Epidemics” are applicable to the following option:
 - I. If the quarantine and independent health management period coincides with the Add-or-Drop and Course Withdrawal period, please refer to “NTHU Study at Ease Project for COVID-19 Prevention”.
 - II. Please apply for leave of absence by emailing the instructor while stating the reason for your absence. The Division of Curriculum will notify the instructor not to count the student’s absence and the absence will not cause the deduction of final score.
 - III. Students who are unable to attend classes or take exams due to coronavirus prevention, their instructors can make flexible adjustments to assess their achievement such as make-up exam. The results of the make-up exam will be regarded as the formal exam result.
 - (2) The Office of Global Affairs and the Office of Student Affairs will provide the students' list who cannot come to Taiwan because of the COVID-19 prevention. The Division of Curriculum will

mark those students on the attendance list and ask instructors to provide distance learning. (With the consent of the instructor, the teaching assistant may upload the course content or video files to the school's e-Learning platform within one week after the course. Only students who enrolled the course have the access to use the online resources for distance learning). Students should contact the instructors to discuss issues such as course articulation and self-learning.

(3) The attendance list should not share with unauthorized people to protect personal information.

3. Classroom precaution measures

- (1) Classroom ventilation: When turning on air-conditions in the classroom, the classroom should leave each windows open at least 15 centimeters. Additional fans can also be added.
- (2) Classroom sanitization: Those items that teachers and students often touch (e.g. door handles, desktops, light switches, etc.) should always be cleaned and sanitized at least once a day.
- (3) Please confirm that there are sufficient number of QR code papers printed off and displayed at entry points of the classroom.
- (4) Every department and division can place diluted alcohol in the classroom for instructors and students to sanitize.

2021 Fall COVID-19 Prevention Measures (Jan. 10 updated)

(Flexible adjustments based on the epidemic situation)

Instructors

- All courses should adopt on-site teaching except for those approved by the university-level Curriculum Committee.
- Courses over 80 people: If the number of students exceeds the classroom capacity and it is difficult to adjust the classroom (if there is any problem in adjusting the classroom, please contact the Division of Curriculum), the course can adopt on-site teaching and distance teaching in parallel by dividing students into groups, one for in-class teaching and others for distance learning, then exchange over the week.
- Check the attendance list to see whether there are students absent due to COVID-19 prevention.
- Those students who are absent due to COVID-19 prevention whose score should not be deducted. Students should contact the instructors to discuss issues such as course connection and self-learning.
- The same class require for fixed seat and photo should be taken as the proof for contact tracing.
- **Instructors should wear masks while teaching.**
- Taking in-class exam in principle.
- Distance education Q&A refers to <http://ctld.nthu.edu.tw/>

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- Assist instructors for distance education.
- Distance education video recording Q&A refers to <http://ctld.nthu.edu.tw/>
- Assist instructors for make-up class and supplementary study.

Students

- Wearing mask throughout the class.
- Avoid eating and short-distance talking in the classroom.
- Scan QR Code when entering classroom.
- Fixed seat for every class.
- Those who should quarantine and conduct independent health management will be marked on the attendance list.
- Students should contact the instructors to discuss issues such as course connection and self-learning. (Further information <http://academic.site.nthu.edu.tw/>)

Department

- Classroom ventilation: When turning on air-conditions in the classroom, the classroom should leave windows open at least 15 centimeters each. Classroom can also be set up additional fans.
- Classroom sanitized: Those items that teachers and students often touch (e.g. door handles, desktops, light switches, etc.) should clean and sanitize at least once a day.
- Please confirm that there are sufficient number of QR code printed off and displayed at entry points of the classroom.
- Every department and division can place alcohol in the classroom for instructors and students to sanitize.

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(Flexible adjustments based on the epidemic situation)

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- Check the attendance list to see whether there are students absent due to COVID-19 prevention.
- Those students who are absent due to COVID-19 prevention whose score should not be deducted. Students should contact the instructors to discuss issues such as course connection and self-learning.
- The same class require for fixed seat and photo should be taken as the proof for contact tracing.
- **Instructors should wear masks while teaching.** ~~Instructors are allowed to teach without wearing masks if social distancing can be kept or partition can be employed appropriately.~~
- Taking in-class exam in principle.
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