

**Subject:** Exceptional situations of assessment of students in cases of quarantine, Covid-19 and at-risk patients, and teachers in similar situations.

**Information:**

Exceptional situations of assessment of students in cases of quarantine, Covid-19 and at-risk patients, and teachers in similar situations.

Written by:

Dean, IPAM Lisboa

Pedro Mendes, PhD

Date: 13-10-2020

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Regarding:

- The possibility of students and teachers with quarantine situations caused by Covid-19, diagnosed with Covid-19 or students with risk diseases that make it impossible for them to be present on Campus.

The Dean of IPAM Lisboa, mandated by both Pedagogical and Scientific-Technical Councils, hereby determines that:

1. In the existence of students in quarantine situations, duly justified, by sending a medical declaration or, alternatively, by the competent health authority for the electronic address of the Academic Services, coinciding with the dates of the continuous or periodic assessments, it is possible to carry out these evaluation moments on the scheduled dates and through the digital platforms made available by the institution;
2. In the existence of students with COVID-19, duly justified, by sending medical clarification or, alternatively, from the competent health authority to the electronic address of the Academic Services, coinciding with the dates of the continuous or periodic assessments, if it is not possible to carry out the evaluation on the scheduled date, it is possible to reschedule the evaluation moments, which must be carried out on the digital platforms made available by the institution;
3. In the presence of students with risk diseases that make it impossible for them to be present at Campus, duly justified, by sending a medical statement to the Academic Services e-mail address, it is possible to carry out the continuous or periodic assessments on the scheduled dates and through the digital platforms made available by the institution;
4. When it is not possible to maintain the regime of continuous or periodic assessment, the students must transition to the final evaluation regime that is part of the assessment period of Final Evaluation - normal season;
5. In the event that the students referred to in points 1 and 2 do not have the possibility of being evaluated in the continuous or periodic assessment regime or in the Final Evaluation - normal season, they benefit from the possibility of accessing the Final Evaluation - appeal season, without the need for registration, nor the payment of any additional fee;
6. If the students referred to in the previous point do not have the possibility of being evaluated in the Final Evaluation - appeal season, they benefit from the possibility of accessing the Final Evaluation - special season, in terms similar to those defined for the other special statutes enshrined in the

regulations evaluation in force at IPAM Lisboa, without the need to register or pay any additional fee;

7. In the presence of students with COVID-19, duly justified, by sending medical clarification or, alternatively, from the competent health authority to the electronic address of the Academic Services, who attend the curricular units whose attendance is mandatory [Internship (Marketing or Consumption); Internship; Final Project; Dissertation / Professional Project / Professional Internship], will have their absences justified;

8. In the presence of teachers in quarantine situations, duly justified, by sending a medical declaration or, alternatively, by the competent health authority to the electronic address of the corresponding Course Director and to Academic Support, it is possible to teach classes and maintain maintenance of the evaluation moments on the digital platforms provided by the institution.

9. In the presence of teachers with COVID-19, duly justified, by sending a medical declaration or, alternatively, from the competent health authority to the electronic address of the corresponding Course Director and to Academic Support, who is unable to teach the classes, these will be re-registered or replaced teachers.

Lisbon, October 13<sup>th</sup>, 2020



Pedro Mendes, PhD

[Dean, IPAM Lisboa]