



(Translated Version)

Kasetsart University Announcement
Regarding Class Operations, Examinations and Academic Assessments
including Operations of Student Activities during the First Semester of Academic Year 2020
due to COVID-19 Concerns

This announcement supplements previous Kasetsart University announcements regarding Workplace Operations at Kasetsart University during the COVID-19 (30 April 2020), Announcement of the Government Gazette on the Extension of Duration of the Declaration of an Emergency Situation in all areas of the Kingdom of Thailand, Second Extension (26 May 2020), and Regulations in the Government Gazette issued under Section 9 of the Emergency Decree on Public Administration in Emergency Situations, B.E. 2554 (2011) (No. 9) dated 29 May 2020, related to the recent relief measure regarding the use of buildings and facilities in schools and educational institutions. This announcement takes into account the improving situation and reduced spreading of COVID-19 in Thailand.

To provide guidance to the faculty, students and personnel regarding the operation of the university, by virtue of Section 37 of the Kasetsart University Act B.E. 2558 (2015), Kasetsart University makes this Announcement Regarding Class Operations, Examinations and Academic Assessments, including Operations of Student Activities during in the First Semester of Academic Year 2020, as following:

1. Selecting the appropriate format for operating a class or providing instruction should take into account the type of subject and consider the following factors:

1.1 Faculty should predominantly use online methods of instruction. To facilitate online instruction, each Faculty shall provide technical support by providing appropriate facilities, tools, and equipment for instruction. However, if some subjects of study or instructional methods require use of a classroom, laboratory or professional practice setting, and the instruction needs to operate with face-to-face learning, the in-person interaction must comply with the following measures:

(1) The course lecturer must prepare a class management plan, showing adherence to the Physical Distancing Principles in accordance with the Ministry of Public Health's Disease Prevention and Control Measures, and submit the class management plan for approval to their Dean by 1 July 2020.

(2) The course lecturer should divide large groups of students into small groups to reduce density. The Faculty should screen each students' body temperature, systematically record the persons in attendance, provide alcohol gels at the entrance of the facility, and regularly clean surfaces that are likely touched by persons.

(3) The person in charge must assign a responsible person to monitor and ensure that all students who attend classes wear cloth masks or surgical masks and adherence to the principles of Physical Distancing, in accordance with the Ministry of Public Health's Disease Prevention and Control Measures.

1.2 For theoretical content subjects, instructors should provides full online courses by creating digital teaching materials (VDO Clip) or by using other appropriate online teaching methods.

1.3 If any specific subject, program, topic of study, assessment, or instructional activity can only be conducted in a classroom, laboratory, or other facility involving face-to-face student interaction, the instructor or a lecturer may request prior permission from their Dean, as an exception from online instruction, and decisions may be made on a case-by-case basis.

2. Examinations or methods of assessment may be conducted using one of the following methods, as most suitable for the type of course:

2.1 Online examination assessment

2.2 Other forms of online assessment, such as completing assignments, submitting a report, or doing a take-home examination

2.3 If the assessment can only be conducted in a classroom, laboratory, or other facility involving face-to-face student interaction, the instructor or a lecturer may request prior permission from their Dean, as an exception, and decisions may be made on a case-by-case basis.

3. Faculty should reduce or avoid activities that involve the gathering of a large number of students, because of the difficulties involved in controlling these situations. Faculty shall cancel or change the schedule of such events or conduct alternative activities. Any event or activity must adhere to the principles of Physical Distancing, in accordance with the Ministry of Public Health's Disease Prevention and Control Measures.

4. Each Faculty (academic program or instructional unit) must assign a responsible person and implement an on-going system to monitor and provide advice to students, using both direct and online methods of consultations.

Kasetsart University will support the methods of instruction outlined above to ensure efficient and effective teaching throughout the university. In this regard, all academic program operations, teaching, examinations and assessments, and student activities must be conducted in compliance with the Royal Emergency Decree on Government Administration in Emergency Situations B.E. 2548 (2005) or government relief measures.

This is from 1 July 2020 onwards, until further notice.

Announced on 5 June 2020



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