

TO STUDENTS AT THE FACULTY OF LAW, UM

Maribor, 13 March 2020

**Subject: The implementation of the education process for the duration of the risk of spreading the infectious disease SARS-CoV-2 (COVID-19)**

Dear Students,

**We hereby inform you that from Monday, 16 March 2020, until repealed, the education process will be carried out entirely from a distance by all faculties of the University of Maribor.**

**All exams, tests and any defences of final theses are cancelled until further notice.**

As you have already been informed, there will be no office hours of the Student Affairs Office of the Faculty of Law, University of Maribor in their premises, until such measures are repealed. Therefore, we would like to kindly ask you to contact the administrators during office hours via e-mails [vesna.potisk@um.si](mailto:vesna.potisk@um.si) (undergraduate study programmes), and [bernarda.rokavec@um.si](mailto:bernarda.rokavec@um.si) (postgraduate study programmes), or call their phone numbers, 02/25 04 220 (undergraduate study programmes) and 02/25 04 219 (postgraduate study programmes).

Furthermore, office and tutorial hours of professors and assistants will be carried out via e-mail or other communication channels (eg. **Moodle, Microsoft Teams**, Skype, Viber) until further notice. For e-mail communication, **students of the University of Maribor must use exclusively their student e-mail address (student.um.si), to prove their identity within the University of Maribor. The faculty employees will not reply to any of your other e-mail addresses.**

#### **DISTANCE EDUCATIONAL PROCESS**

**Moodle** remains the main platform for the transfer of study materials. **The information on how and when distance lectures will be carried out will be provided in Moodle, for individual subjects.** This notice will generally include the access code for a group in the application MS TEAMS, i.e. the application that will be used for the distance education process. As a general rule, the education process will take place according to the existing schedule for the summer semester of the academic year 2019/2020, which is published at the faculty website.

The information for the application MS TEAMS is available at the following link:  
<https://predavanjaonline.um.si>.

Thank you for your understanding.  
Sincerely,



The Dean of the PF UM  
Full Prof. Dr. Vesna Rijavec