

## Coronavirus Update - Current Students

April 14th 2020

### SUMMARY

- Our key responsibility is to our students and to upholding their access to a high quality education with us.
- In order to make this possible we will take all steps necessary to ensure the financial viability of the organisation.
- All education provision will go online until the end of semester B in order to ensure that students who are currently back in their home countries can also complete their education.
- Online classes will restart on April 20th following the Easter break. Students will be contacted by their Programme Lead or advisor with instructions for attending their classes.
- Students remaining in Berlin will have access to the facility as soon as it is legally possible and safe to do so.
- Tuition fees still need to be paid. We will be providing:-
  - A route to successfully completing qualifications
  - A voucher (valid for 24 months) for any Funkhaus-based bookable facility time that you are unable to access as a result of the situation.
  - An extra 25% of facility time will be added to the voucher
  - Students finishing their courses with us this year who are unable to be in Berlin to take advantage of the voucher offer during the next 24 months will receive an alternative offer of online creative project support sessions.
- Wherever possible we will support any student suffering financial hardship as a direct result of the Coronavirus situation through flexible instalment payment options.
- We look forward to working together with you as a learning community to overcome the huge challenge that Coronavirus is posing for all of us at this time. We will be stronger together.

## OVERVIEW

Rather than await the next announcement by the German government concerning university opening dates, we are taking a more proactive approach by providing a plan that ensures all students are able to complete their courses with us. This will allow us the necessary time to ensure that the remaining lessons are developed and delivered to the standard you would expect, retaining both the qualities and values that we and you uphold as important.

We wish to inform you not only of the practical changes that will take place but also to transparently provide you with the thinking that underlies and informs those decisions.

**These unprecedented times demonstrate more than ever the importance of working together to find solutions that work for us all. We ask not just for your understanding but also that you might join us in demonstrating the ability of the human imagination to create audacious solutions that help us overcome crises like this and come out of the other side stronger, wiser and in a better future.**

## RESPONSIBILITIES

Our solution was arrived at by first focussing on our key responsibilities and priorities:-

### **To our students**

Our key responsibility and our highest priority is to ensure we can continue to provide our students with a high quality learning experience and the internationally recognised qualification that they signed up for.

### **To the organisation**

In order to achieve our first responsibility it is essential we remain financially viable as an organisation.

### **To the wider community**

The wider community is the bedrock on which our organisation's foundations sit. Taking actions which keep us all safe as individuals whilst protecting the health and safety of the wider community is an essential part of our responsibility to the society in which we live.

## OPERATING IN THE CRISIS

With the above responsibilities in mind we have decided to follow **a strategy of investing in dealing with the situation we have rather than the situation we wish we had.** We have chosen to recognise that the crisis is our only option and we are committed to work within that constraint to continue delivering on our purpose as an organisation.

# LEARNING DELIVERY MODEL FOR SEMESTER B

## Online Learning

Given the continued uncertainty and the knowledge that many of our students may not be able to return to Berlin in the near future, **we have made the decision to take our remaining semester B class delivery and support online**. This decision has been made to ensure that the whole of our student body are able to successfully complete their courses this academic year.

The classes and support will be delivered by the same course leaders, advisors and tutors who delivered the education this year. Our programme teams are currently working hard to prepare a new and adjusted experience during this unprecedented period. It will provide new challenges for us all but we remain committed to ensuring a quality learning experience. The advisors will be contacting you shortly to give you access and links to our online learning platforms.

## Updated Projects

Depending on the course/year students will receive updated projects soon. The school closure will not affect every project, but for those that are affected by the limited access to facilities, equipment or collaboration needs, new options will be made available and can be discussed with the advisors. All projects will be achievable without the use of school facilities.

## Grades

In addition to the updated projects implemented by programme teams, our University partner is introducing an Assessment 'Safety-Net' Policy. This means that as long as the remaining assessments are completed appropriately, final marks for the academic year can only go up, not down. For more information please visit [this page](#).

## Software / Access

We will be working with our software partner organisations over the next weeks, striving to provide ongoing access to their platforms throughout this time period. We are also seeking extra support for students who may not be able to access basic equipment.

## FACILITIES ACCESS

We know how much our spaces, facilities and equipment mean to our students and we will do our utmost to make access to these available as soon as it is legally possible and safe to do so.

Any missing time will be added to bookable time and equipment allowances. We will also add a further 25% to these allowances in recognition of the situation and as a thank you for our students understanding and patience. Students completing their studies with us this year will be provided with a voucher which will allow them to take advantage of this time during a 24 month period following the completion of their course.

For screen acting courses this compensation will be provided in the form of acting workshop time, and students finishing their courses with us this year who are unable to be in Berlin to take advantage of the voucher offer during the next 24 months will receive online creative project support sessions.

The current restrictions put in place by the German government will run until April 20th. We do not yet have new information which would allow us to provide a date for reopening our facilities. We expect access to facilities to be phased in depending on which course you are attending.

## TUITION FEES

Tuition fees should continue to be paid as normal. We are living through unprecedented times. Many organisations have already failed and we will see many more fail before this is over. **We are committed to remaining financially viable.** We will do everything we can to protect our ability to operate healthily **in order to provide the whole of the student body with their qualifications** including those students moving into the second or third year of their qualification.

We still need to pay rent on the building despite not being able to access it. All of our team are still working (and still need paying). Teaching, assessment and end of year results are continuing, and we are continuing to work with students, just in a different way. Tuition fees pay for the running of the whole organisation and whilst we appreciate that from home it's harder to see or feel what's happening, we are still working incredibly hard over this period to ensure studies can continue.

At the same time we recognise that the facilities are an important part of our offer and this is why we have committed to providing students with **extra facilities time** regardless of whether they are remaining or completing with us this year.

## **SUPPORT FOR STUDENTS IN FINANCIAL DIFFICULTIES**

Some students paying their fees by instalment payments will have lost their paid employment as a direct result of the crisis and will therefore be unable to make payments until their financial situation has stabilised. **We are committed to doing our utmost to make it possible for students in this difficult situation to continue their education with us** and we will put in place a payment support scheme to help this situation. Each case will be dealt with on an individual basis. Please contact the Payments Team if you have a specific enquiry.