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Detailed Regulations of D-HEST on the issuing of teaching assignments

The Department of Health Sciences and Technology decrees, in addition to Art. 7 Abs. 2 lit. k of the D-HEST by-laws, the following detailed regulations concerning the issuing of teaching assignments:

1. The Directives on the issuing of teaching assignments and remuneration of lecturers at ETH Zurich apply (see [RSETHZ 513.12](#)).
2. In addition to the ETH directives, the department staff responsible for issuing teaching assignments checks whether in the case of external teaching assignments a participation of at least 4 lessons in the course is given. Internal teaching assignments are issued regardless of the number of lessons in order to ensure that the quantification of the teaching activities of lecturers at ETH Zurich can be mapped correctly. Participation in the corresponding performance assessments will be in consultation with the main examiner.
3. The department administration checks the requirements according to point 2 on the first issuing, respectively renewal, of teaching assignments.
4. The department administration informs the main lecturer or mentor if the requirements for issuing or renewing a teaching assignment are not fulfilled. Applications for ending a current teaching assignment are submitted to the Rector by the Department Conference.
5. If the mentor is not in agreement with the decision of the department administration, a submission can be made to the responsible Director of Studies.
6. The decision of the Director of Studies is final.

Approved by the Department Conference D-HEST on 7 October 2021.