

## Grade Confirmation Request (2017 A Semester)

If you have received the grades “F”, “Fail” or “Absent” and believe there is an obvious error in the evaluation, you can request a confirmation of grade evaluation. Please submit “Grade Confirmation Request” during the periods designated below.

Grade Confirmation Requests for Make-up Exams should be submitted to the PEAK/GPEAKS Section counter. If you wish to request a grade confirmation, you need a concrete reason. Your grades will be corrected if the course instructor reviews the reason and admits that there is an error in the evaluation.

The results of the grade confirmation for Make-up Exams will be announced from PEAK/GPEAK Section. The corrected grades will be reflected on your grade reports after being processed by the Academic Affairs Division.

### Registration Period and Place of Grade Confirmation Request for 2017 A Make-up Exam

#### First-Year Students

1A Semester Make-up Exam Grades	May 16-17, 2018	at PEAK/GPEAK Section (Counter No.2)
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#### Second-Year Students

2A Semester Make-up Exam Grades	May 16-17, 2018	at PEAK/GPEAK Section (Counter No.2)
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\* Registration at the Academic Affairs Division counter is from 9:00 A.M. to 4:50 P.M.

\* The periods above are subject to change.

Also for the grades “A+”, “A”, “B”, “C”, and “Pass(PASS)”, you can request a grade confirmation if you believe the evaluation was given in an obvious error (e.g. when you have received the grade “A” even though you were absent from an exam). In such a case, please pick up a request form and submit it to the PEAK/GPEAK Section counter, Academic Affairs Division (the request period is the same as listed above).

Academic Affairs Division