

## Make-up Exam for the 2016 A Semester (A1 & A2 Term)

Make-up exams for courses offered in the A Semester will be held in late April.

Courses that apply are Foreign Language courses (*English/Japanese*) and other Foundation Courses (*Mathematical Sciences/Material and Life Sciences/Information/Information Science*).

### ●Make-up Exam for Criteria A

(Those acknowledged as having been absent due to unforeseen circumstances)

A student who are absent from the Regular Exams due to illness, accidents or other unforeseen circumstances must submit “Make-up Exam (Absence) Request” as well as an official document such as a medical certificate or a traffic accident report to the PEAK/GPEAK Section, Academic Affairs Division (counter 2). After screening, a list of students who are given permission to take the make-up exam will be posted on PEAK bulletin board.

**Submission Period: Apr. 3 (Mon) 10:00 AM~ Apr. 5 (Wed) 4:50 PM (Strictly observed)**

Submission Place: PEAK/GPEAK Section counter (Counter no.2)

\*No need to register through UTask-Web

Note that the counter service is closed on Saturdays, Sundays, and National Holidays.

### ●Make-up Exam for Criteria C

(Those who were absent from the Regular Exams, or received a grade of “F/Fail”)

A student who are absent from the Regular Exams or received a grade of “F/Fail” can make a request via the “Register for Make-up Exams” screen after logging in to UTask-Web.

**Submission Period: Apr. 3 (Mon) 10:00 AM~ Apr. 5 (Wed) 4:50 PM (Strictly observed)**

\*Click “Examinations”-“Register for Make-up Exams” from the menu and courses that are available to register appears on the screen. Select the course you want to apply to register.

### Schedule

Submission of “Make-up Exam (Absence) Request” (Criteria A)	April 3 (Mon) - 5 (Wed) 4:50PM	PEAK/GPEAK Section counter
Registration for Make-up Exam (Criteria C)	April 3 (Mon) - 5 (Wed) 4:50PM	UTask-Web
Announcement of Screening Results	April 10 (Mon) (provisional)	UTask-Web
Make-up Exam	April 25 (Tue) -27 (Thu)	

\*Timetable for Make-up Exam will be announced in mid-April.

Mar. 30, 2017  
PEAK/GPEAK Section