

Make-up Exam for the 2018 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 (*Japanese*) and other Foundation Courses (*Mathematical Sciences/Material and Life Sciences/Information*). Criteria that apply are Criteria A and Criteria C.

● 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 (Wed) 10:00 AM~ Apr. 5 (Fri) 4:50 PM (Strictly observed)

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

*No need to register through UTAS. 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 “Grade”→“Exam-Period Exam”→“ Register for Make-Up Exams” screen after logging in to UTAS. (Select the course you want to apply to register, and click “Register” button on the screen.)

Registration Period: Apr. 3 (Wed) 10:00 AM ~ Apr. 5 (Fri) 4:50 PM (Strictly observed)

Schedule

Submission of “Make-up Exam (Absence) Request” (Criteria A)	April 3 (Wed) - 5 (Fri) 4:50PM	PEAK/GPEAK Section counter
Registration for Make-up Exam (Criteria C)	April 3 (Wed) - 5 (Fri) 4:50PM	UTAS
Announcement of Screening Results	April 10 (Wed) (provisional)	PEAK/GPEAK Section counter
Make-up Exam	April 24 (Wed) -26 (Fri)	

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

-For details about the Make-up Exam, refer to the PEAK Academic Handbook P. 56.