

Make-up Exams for the 2019 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. (Note: Criteria C does not apply to Foreign Language courses (*Japanese*)).

● Make-up Exams for Criteria A

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

A student who was absent from a Regular Exam 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 no 2). After the requests are screened, a list of students who are given permission to take the make-up exam will be posted on PEAK bulletin board.

Submission Period: April 2 (Thu) 10:00 AM~ April 6 (Mon) 4:50 PM (Strictly observed)

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

*No registration is required through UTAS. Note that the counter service is closed on Saturdays, Sundays and National Holidays.

● Make-up Exams for Criteria C

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

A student who was absent from a Regular Exam 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: April 2 (Thu) 10:00 AM ~ April 6 (Mon) 4:50 PM (Strictly observed)

● Schedule

Submission of “Make-up Exam (Absence) Request” (Criteria A)	April 2 (Thu) - 6 (Mon) 4:50PM	PEAK/GPEAK Section counter
Registration for Make-up Exam (Criteria C)	April 2 (Thu) - 6 (Mon) 4:50PM	UTAS
Announcement of Screening Results	April 13 (Mon) (provisional)	PEAK/GPEAK Section counter
Make-up Exam	April 22 (Wed) -24 (Fri)	

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

-For details about Make-up Exams, refer to the PEAK Academic Handbook p. 56.