

## Grade Confirmation Request (2024 S Semester, S1 Term, S2 Term)

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 the “Grade Confirmation Request” during the designated periods. (See below.) Note that **it is not allowed to contact instructors directly to request a grade confirmation**.

Grade Confirmation Requests should be registered on UTAS ( “Grade” → “Junior Division” → “Confirmation of Grade”).

**For requesting a grade confirmation, you need to state a specific reason.** The grades will be corrected if the course instructor finds that there is an error in the grading based on the stated reason.

The results of the grade confirmation **will be reflected on UTAS one by one** after the response has been made by the course instructor. The corrected grades will be reflected on your grade reports after being processed by the Academic Affairs Division.

### Registration Period and Method of Grade Confirmation Request

#### First-Year Students

S1 Term Exam Grades	<b>July 4 – 5, 2024</b>	UTAS
S Semester / S2 Term Exam Grades	<b>August 20 – 21, 2024</b>	UTAS

#### Second-Year Students

S1 Term Exam Grades	<b>June 17 – 18, 2024</b>	UTAS
S Semester / S2 Term Exam Grades	<b>August 20 – 21, 2024</b>	UTAS

\* The registration time on UTAS is from 11:00 A.M. on the first day through 4:50 P.M. on the last day unless otherwise indicated.

\* The periods above are subject to change.

In addition, if you got a grade “A+”, “A”, “B”, “C”, or “Pass(P)” though you believe you cannot earn credits due to some reasons (such as absence from regular exams), you can also request a grade confirmation. (e.g., when you have received the grade “A” even though you were absent from an exam). In this case, please contact the PEAK/GPEAK Section by email (peak.admin.c@gs.mail.u-tokyo.ac.jp).

\*The request period is the same as listed above.

Academic Affairs Division