

# Single Course Exam Process for the Ph.D. Program

## Application and Examination Flow

### Conditions for Taking the Exam



#### Who Can Apply?

Students with only one remaining course for graduation or who are at the graduation stage and need to improve their GPA.



#### Application Deadline

Before the proficiency exam period and no later than the end of the fourth semester.



#### Academic Requirements

Having fulfilled the attendance requirement for the relevant course and completed the in-term coursework.



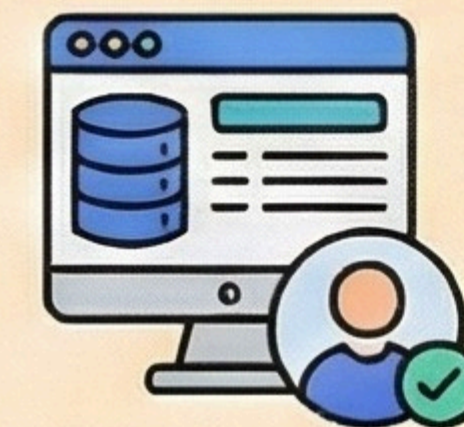
### 1. Application

The student completes the application by submitting it online to the department chair.



### 2. Approval Process

The request is forwarded to the Institute Executive Board, and the decision is communicated to the Student Affairs Office.



### 3. System Registration

The single course exam is registered in the Student Information System (OBS) for the student and the course.



### 4. Exam and Grade Entry

After the exam, the instructor enters the grade into the system through OBS.

[Click to View the Implementation Guidelines.](#)

Scan the QR code to access the webpage.

