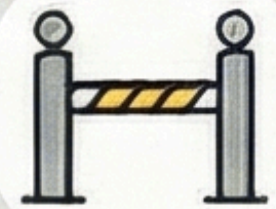


Single Course Exam Process for Undergraduate Programs



Step 1: Check the Application Requirements



Who Can Apply?

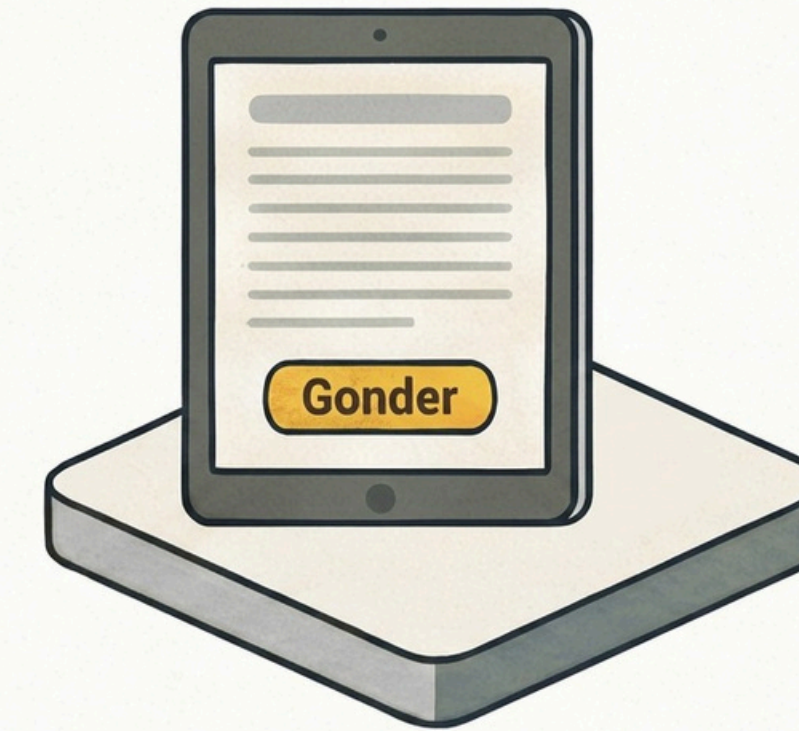
Students who have a single remaining course for graduation or who are at the graduation stage and need to raise their GPA to 2.00.



What Are the Mandatory Prerequisites?

Having met the attendance requirement for the relevant course and completed the in-term work such as midterm exams and assignments.

Step 2: Follow the Application and Exam Process



1. Submit an Application

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



2. Faculty Approval

The request is forwarded to the relevant board decision, and the decision is reported to the Student Affairs Office.



3. Check the Exam Assignment

After approval, the Student Affairs Office assigns the exam in the Student Information System (OBS).



4. Take the Exam and Check the Result

After the exam, the grade is entered by the instructor through the Student Information System (OBS).



Scan the QR code to access the webpage.

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