

## Grades Question Form (for classes taken the first semester of 2024 only)

■ Before filling out the form:

- Only questions concerning the first semester of 2024 will be accepted. You cannot ask about grades from prior years.
- If you have taken a course but have not received a grade, please check whether you have registered to take the course on the academic affairs system (CampusPlan). **If you have not registered to take a course on the academic affairs system (CampusPlan), you will not be graded.**

■ Submission period and response method:

- Submission period: Submit to Educational Affairs Section from October 1 (Tuesday) to October 7 (Monday), 2024 by email.

Submission email address: senju.kyomu@ml.geidai.ac.jp

- \* If you have supporting evidence for your question, please submit it as well.

■ Flow to answer

- After the Educational Affairs Section received your request, we will inquire with the teacher in charge of the class and other relevant teachers.
- We will get back to you at a later date.

Student number	Area of specialization	Name	Contact address
			(Tel) (E-mail)
Subject name (Enter accurately)			Instructor's name (Enter accurately)

Your question (Select as appropriate.)

I did not register for the course on the academic affairs system (CampusPlan) but I was still graded.

I registered for the course on the academic affairs system (CampusPlan) but I was not graded.

There are clearly mistakes made by teachers, such as incorrectly entering grades.

Other (Please provide details.)