

Grade Inquiry Application Form

Date _____ (day) _____ (Month) _____ (Year)

Applicant

Student ID Number : _____ Grade : _____

Affiliation : _____

Name : _____

Inquiry

Course Number : _____ Semester : Spring • Fall Module : _____

Course Name : _____

Instructor : _____

● Write your questionable point specifically. :

(If there are any materials on the basis, attach them as much as possible.)

● Write the background of your inquiry/consultation with the teacher in charge.

(Explain the whole story that you could not reach the solution to the problem.) :

The instructor you consulted with (In case the instructor is the different person you wrote above) : _____

If you have an inquiry regarding the grade, ask the teacher first.

Then, if your problem cannot be solved, fill in this application form and submit it to the Academic affairs Section, Academic Service office.