

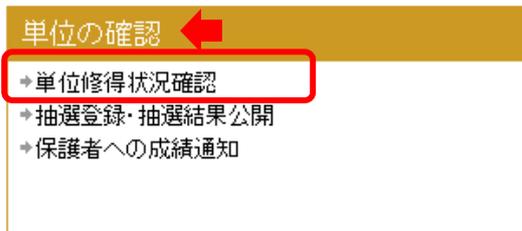
Check the number of credits



You can check the number of credits earned and academic performance.

The number of credits earned can be checked off campus. (→ p.20)

- 1 On the main screen of the academic affairs system, click either “単位の確認 (Check the number of credits)” or “単位修得状況確認 (Check the number of credits earned).”



- 2 When the “お知らせ (Information)” screen appears, click the **開始** (Start) button. The authentication screen appears. Enter your Okadai ID and password in the “岡大ID (Okadai ID)” and “パスワード (Password)” boxes to log in.



* If a message appears to notify that the browser restricted the webpage from running scripts, always click “許可 (Allow).”

- 3 Click “★英字版単位修得状況確認表（住所登録から） (★ Table for checking the number of credits earned in English [from address registration])” on the menu.



4 The “学生身上情報登録 (Student personal information registration)” screen appears.

- ◆ Check that **your contact information** and **guardian’s contact information (at home)** are up-to-date.
- ◆ The academic performance report will be sent based on the contact information registered in the academic affairs system. If your contact information has been changed due to moving, etc., update the information promptly.
- ◆ If no contact information has been entered yet, make sure to enter the information.

* The number of credits earned is not displayed unless you check the student personal information (e.g. address, telephone number).

A Address to which the tuition fee payment notices should be sent

Check an applicable item.

B Your contact information
Enter your current address (e.g. boarding house, parents’ home), telephone number, and email address.

In the personal email address box, register an email address that you usually use (not the email address assigned by the university) to ensure smooth communication.

Select which one (personal address or university address) should be used preferentially to make contact.

C PAS coverage status
The PAS information for freshmen will be indicated in June or thereafter.

D Guardian’s contact information (at home)
Enter the contact information of your guardian (at home).

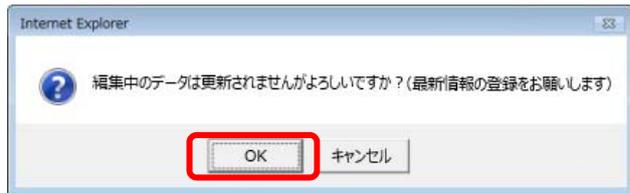
E Emergency contact information
Enter your emergency contact information (e.g. workplace of your guardian, relative).

F Other (address to which the tuition fee payment notices should be sent)

* Enter this information **only if the recipient of the tuition fee payment notices is not your guardian.**

- ◆ If the information is up-to-date:

Click the “**変更せずに単位修得確認表へ**”
(Show the table for checking the number of credits earned without making changes)” button, check the message, and click the **OK** button.



- ◆ If information has been added or changed:

Click the “**変更後に単位修得確認表へ**”
(Show the table for checking the number of credits earned after making changes) button, check the message, and click the **OK** button.



- 5 The “**【単位修得状況確認表】** (Table for checking the number of credits earned)” appears.

Course Title	Lecturer(s)	Year Completed	Grade points	Grade	Credits	GP
Liberal Arts						
Educational Orientation						
Guidance						
All Faculties Guidance I	Name	2017 Term 1	98	A+	0.50	4.3
Introductory Course of Okayama Univer	Name	2017 Term 1	100	A+	0.50	4.5
All Faculties Guidance II	Name	2017 Term 1	89	A	0.50	3.4
Carrier Design Basic Course	Name	2017 Term 1	100	A+	0.50	4.5
Introduction to Electrical and Communication	Name	2017 Term 1	85	A	0.50	3.0
Introduction to Chemistry and Bioengineering	Name	2017 Term 1				
Introduction of mechanical and system engine	Name	2017 Term 1				
Laboratory Work and Practice on Basic Engineering	Name	2017 Term 1/2	76	B	2.00	2.3
Credits Earned (including on-going courses)					19.00	
Total Number of Courses Completed						22
Total Points Completed						1870
Grade Point Average						84.11
Grade Point Average (excluding F)						84.11
Required credits for degree						19.00
Required faculty approved credits						0.00
CUM GPA						2.91
Yearly GPA						2.91

* The table shows the academic performance as of this date.

* The total number of credits earned includes the number of credits to be earned from the courses that are being taken.

(The total number of credits earned may decrease depending on the number of credits earned after the academic performance is fixed.)

- * The “**卒業必要単位修得状況** (Number of credits required for graduation that have been earned)” field is indicated when the field indication is enabled by your faculty.