

New Student Orientation (April 2024), School of Integrated Arts and Sciences

# **HiPROSPECTS®**

**(Hiroshima University Program  
of Specified Education and Study)**

---



# Today's Topics

1. Classes for the 2024 academic year
2. HiPROSPECTS<sup>®</sup> (Hiroshima University Program of Specified Education and Study)
3. University-wide class cancellation due to weather warning issuance or other reasons
4. Handling of cheating on the final examinations, etc.
5. Implementation of Questionnaire for the Purpose of Class Improvement
6. Improving foreign language proficiency



# Classification of Courses

Under the quarter system, courses will be offered based on the following classification.

## ◆ Term Courses

→ Course that is completed in **8 weeks** in each term

(1) Class will be **2 periods per week**, 2 consecutive periods per day

(2) Class will be **2 periods per week**, 1 period per day on two different days of the week

(3) Class will be **1 period per week**

## ◆ Semester Courses

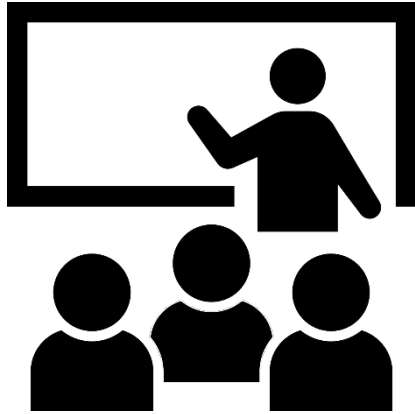
→ Course that will be offered on a semester basis, **1 period per week**, and completed in **16 weeks**

\* In addition, there will be **intensive courses** offered in summer or winter holidays.

More information on our quarter system is available on the “[MOMIJI Top]” website.

[MOMIJI Top] > Academic Support > Introduction of the “Quarter System” (a 4-term system)

# Policy on implementation of classes



As a general rule,  
face-to-face classes  
will be held.



オンライン学習

Depending on the  
characteristics and content of  
the subject,  
use a combination of online.

# What are online classes?

These are classes that are taken using a computer connected to the Internet, etc. Hiroshima University classifies them according to the method as follows.



## Simultaneous interactive

Instructors deliver classes in real time, and students can participate in classes from home or any available lecture room on campus.



## On-demand

Instructors distribute lecture videos and assignments on the Internet, and students access them within a specified period to study.

**“Microsoft Teams” and “HIRODAI moodle” are the main tools used for online classes at HU.**

# Main tools used in online classes

## Microsoft Teams

This is a communication tool recommended by Microsoft, and is mainly used for simultaneous interactive online classes.

### 【Advance preparation】

Use the dedicated App or a web browser. We recommend the dedicated App. Please check the following URL for instructions on how to use it and keep it ready for use.



<https://www.media.hiroshima-u.ac.jp/services/microsoft365/teams/t-using/>

### 【When taking a class】

You will be notified of the URL for the class by the instructor through via “My MOMIJI” etc., so please access the class when the designated time comes.

## HIRODAI moodle

This is an online learning system operated by HU, and is mainly used for on-demand online classes.

### 【Advance preparation】

No advance preparation is required. Please access the following URL and log in using Hirodai ID (\*1) and password. The link is also available on the MOMIJI-Top page.



<https://webct.riise.hiroshima-u.ac.jp/index.html>

### 【When taking a class】

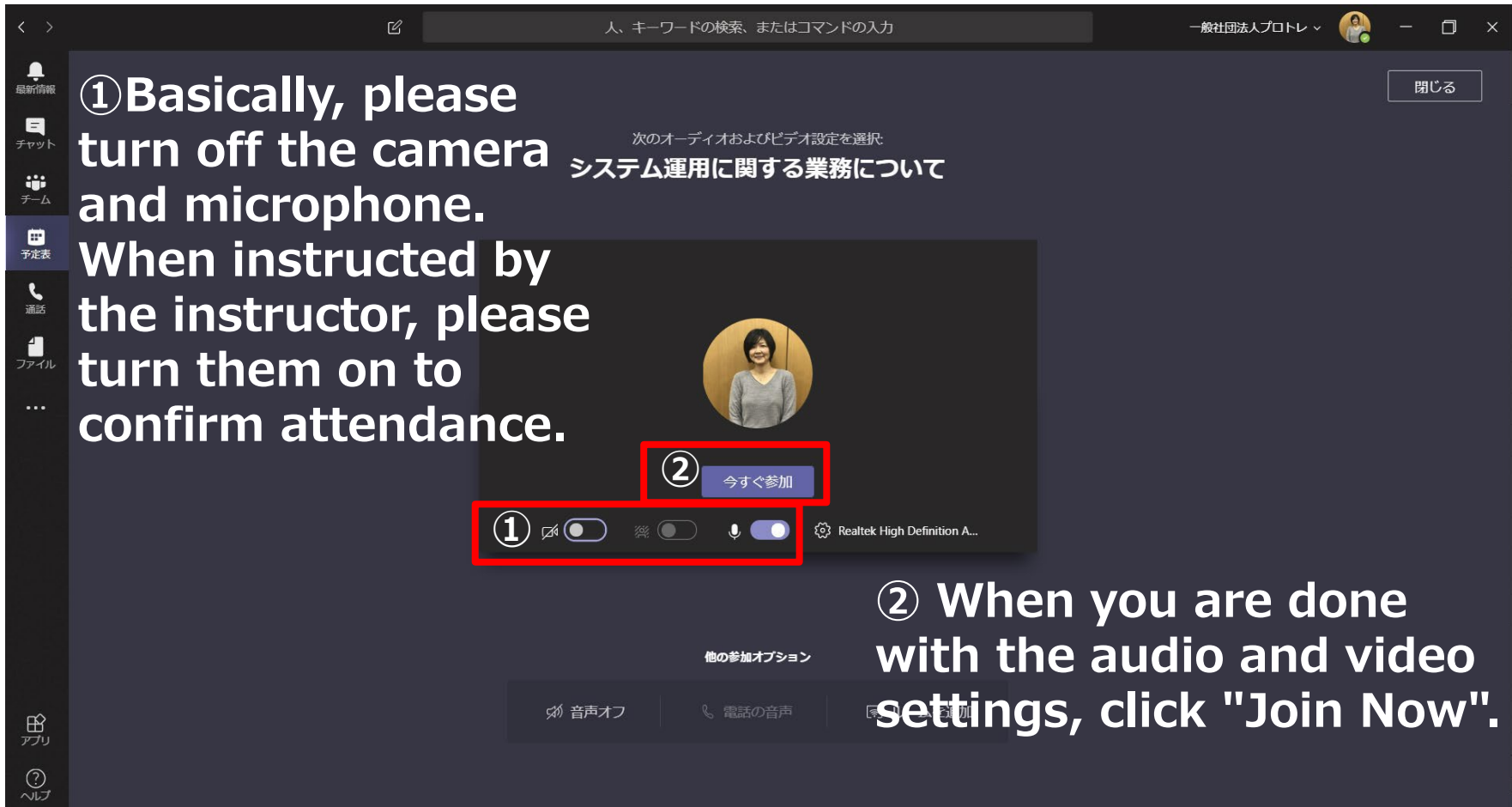
When you log in to HIRODAI moodle, you will see a list of courses that you have registered for, and you can select the courses that you want to take.

(\*1) Hirodai ID = your student number (capitalized alphabet)

(\*2) Other tools may be used in some classes, but the instructor of each class will inform you about them separately.

# Joining a class with Microsoft Teams

When you click on the URL, etc., provided by the instructor, a screen for selecting audio and video settings will appear.



① Basically, please turn off the camera and microphone. When instructed by the instructor, please turn them on to confirm attendance.

② When you are done with the audio and video settings, click "Join Now".



# How to confirm the method of class implementation (face-to-face or online)

The method of each class (face-to-face/online) can be found in the "Lesson Style" section of the syllabus.

## 【How to check the syllabus】

Login to [MyMomiji] – View Syllabus

- Enter the search criteria for the syllabus and start searching.
- Click on a subject name to display the subjects that match the criteria.

Academic Year	20			
Lecture Code	10			
Subject Name	展開ゼミ (睡眠学入門 ~睡眠脳波を観察しよう~)			
Subject Name (Katakana)	テンカイゼミ (スイミンガクニューモン スイミンノウハヨカンサツシヨウ)			
Subject Name in English	Advanced Seminar (Introduction for somnology – observation of sleep EEG –)			
Instructor	<p>When multiple methods are indicated, such as "face-to-face, online (simultaneous interactive)," it means that these methods should be used together.</p>			
Instructor (Katakana)				
Instructor's Office				
E-mail Address				
Campus	Higashi-Hiroshima	Semester/Term	1st-Year, First Semester, Intensive	
Days, Periods, and Classrooms	(Int) Inte : See Momiji Website for the detail.(Higashi-Hiroshima Campus)			
Lesson Style	Seminar	Lesson Style (More Details)	Face-to-face, Online (simultaneous interactive)	
Credits	1.0	Class Hours/Week	Language of Instruction	
			J : Japanese	

# In taking online classes

## Consider the privacy and personal information of yourself and other students

- When taking interactive classes, **turn off the microphone and camera before attending.** Others can see where you are taking classes, such as your room, or hear the sounds of your life. However, if your instructor tells you to turn on the microphone or camera for attendance confirmation or discussion, follow those instructions.
- While attending an online class with Microsoft Teams, other people's names and email addresses will be displayed on the screen, but due to Teams specifications, they cannot be hidden. **If you make unilateral contact using the displayed information, you may be subject to disciplinary action. Please do not misuse the information.**

## Do not post materials or URLs shared in class on SNS etc. without permission

- Teaching materials, reference materials, lesson videos, URLs, etc. for online classes are distributed and shared on the assumption that they will be used in the classes. Do not share beyond that range.
- The teaching materials, materials, and lesson videos are also copyrighted. Posting on SNS etc. without the permission of the right holder constitutes copyright infringement.

# Q & A about online classes and PC

**Q. I'm using Microsoft Teams, but when I turn on my microphone, it becomes difficult to hear because the voice of others is interrupted.**

The sound from the PC may be echoing in the room and the sound condition of the entire lecture may be worsening (howling is occurring), so please use earphones to take the course.

**Q. Difficult to access HIRODAI moodle.**

If you download the materials all at once at the beginning of the class, the communication status of HIRODAI moodle will deteriorate and it may affect other classes, so please download the handouts etc. in advance and prepare for it. In addition, securing communication capacity is an important issue for stable class distribution. Please refrain from watching videos for entertainment purposes or using data communication on SNS or online games using the university network.

**Q. Is there a place on campus where I can take online classes?**

Lecture rooms that can be used for taking online classes and other purposes are listed in Momiji.  
<https://momiji.hiroshima-u.ac.jp/momiji-top/en/learning/class-support-system.html>



**Q. When I have a PC problem, I'm worried if I can solve it myself.**

We accept consultations on the ICT environment (computer and internet) necessary for taking online classes at "Support for attending online classes by student staff (reservation required)". Please use it positively. <https://www.media.hiroshima-u.ac.jp/services/edu-support-3/online/>  
If you have any trouble during class, please contact the faculty in charge of the class or TA.



# Course Registration

- Course registration will be processed online via [My MOMIJI].
- More detailed information, including the registration period and important points, will be available on [MOMIJI Top].
  - [MOMIJI Top]
    - Academic Support
      - Course registration period: 1st(Spring) semester

## 【Course registration period for AY2024 1st semester (1st and 2nd terms)】

Intended Courses		Course Registration Period
<b>1st term courses, 2nd term courses, Spring semester courses, intensive courses</b>	Liberal arts education program	<b>From 0:00 a.m. April 4 to 11:59 p.m. April 12</b> * Please note, however, that course registration will not be available from 0:00 a.m. April 9 to 11:59 p.m. April 10 due to adjustment period.
	Specialized education program	<b>From 0:00 a.m. April 4 to 11:59 p.m. April 12</b>
<b>2nd term courses, intensive courses offered in or after 2nd term</b>	All Programs	<b>From 0:00 a.m. June 5 to 11:59 p.m. June 12</b> * You can delete 2nd term courses you registered in the registration period in April. However, you cannot add or delete 2nd term courses the participants of which were selected by lot during the adjustment period.

\* The course registration period for Fall semester (3rd and 4th terms) will be announced in Early August.

# [My MOMIJI] Course Registration and Confirmation Screen

Introduction to Registering/Checking Courses					
Name	KYOIKU JYOHO	School/Institution	Liberal Arts Education Program		
Year · Semester	2023 Year Second Semester	Student ID No.	B23XXXX	Grade	1
Estimated Amount of Gained Credits	0 Credits	Number of Credits for Non-Credit Courses	0 Credits	Total Number of Credits	0 Credits

is a compulsory subject which cannot be changed

Click the frame of the preferred day and time period for study. The Registration Screen will be displayed.

	<b>1Term</b>	<b>2Term</b>	<b>3Term</b>	<b>4Term</b>	Search for Specific Course Information of Liberal Arts Educa	
	Monday	Tuesday	Wednesday	Thursday	Friday	
Period 1	<a href="#">Register</a>	<a href="#">Register</a>	<a href="#">Register</a>	<a href="#">Register</a>	<a href="#">Register</a>	
Period 2						
Period 3	<a href="#">Register</a>	<a href="#">Register</a>	<a href="#">Register</a>	<a href="#">Register</a>	<a href="#">Register</a>	
Period 4 (Evening Course)						

- Search for courses you wish to study for each term and register them.
- If you wish to register semester courses, register them from the first term screen, then your registration will be reflected automatically on the second term screen.

Intensive Courses/Other Courses						
Day of the Week	Time Period	Lecture Code	Subject Name	Instructor	Classroom	
non						

**Timetable Search** ← Subjects, such as intensive courses, can be searched regardless of day and period.

**CSV File** ← Used to export a list of course information.

**Note:** Please note that when exporting information of CSV or PDF format that the contents of the file may be saved elsewhere on the user's computer, and thus it is possible that the information may be leaked. If students wish to export their data in CSV or PDF format, please be sure to export it to your own personal computer or to a computer in the Information Media Center.

**Display Printer-Friendly Page** ← Displays printer-formatted page.

**Check Credit Status (Graduation, etc)** ← Confirm requirements for graduation, passing, etc.

Introduction to Registering/Checking Courses/Registering Subjects	
The following subject will be registered. Is this okay?	
semester offered	4 Term
Day and Period	(4T)Weds 1-4
Faculty/Graduate School	Liberal Arts Education Program
Lecture Code	68080001
Subject Name	Foundation biology for life science
Course Registration Classification	not specified
When changing a subject, you can search for a new one using the <a href="#">Timetable Search</a> function.	
<input type="button" value="Register"/>	<input type="button" value="Check the Syllabus"/>
<input type="button" value="Clear"/>	<input type="button" value="Return"/>
<b>Please Note</b>	
Please click the "Register" button only once. Clicking the button multiple times may result in being unable to properly register. Should you accidentally click more than once, please click the "TOP" button located on the left-hand side of the welcome screen and repeat the registration process.	

# Taking classes held on other campuses than the one you study at

Academic Year		School/Graduate School	Liberal Arts Education Program
Lecture Code		Classification	Area Courses
Subject Name	<div data-bbox="401 289 857 791" style="border: 2px solid red; padding: 5px;"> <p>For example, even if the syllabus lists the campus as "Higashi-Hiroshima," it may not be the case.</p> </div>		
Subject Name (Katakana)			
Subject Name in English			
Instructor			
Instructor (Katakana)			
Instructor's Office			
E-mail Address			
Campus	Higashi-Hiroshima	Semester/Term	1st-Year, First Semester, 1Term
Days, Periods, and Classrooms	(1T) Mon1-4 : Online		
Lesson Style	Lecture	Lesson Style (More Details)	Online (simultaneous interactive)

Online classes allow students who commute to the Kasumi/Higashi Senda Campus to take classes at the Higashi-Hiroshima Campus without having to consider the travel time between campuses.



**Please check the syllabus carefully, as some classes may have course requirements.**

 See page **2** of HiPRO section

- **HiPROSPECTS®**

Hiroshima University Program of Specified Education and Study

- **Hiroshima University's own baccalaureate degree program**

## **Hiroshima University Program of Specified Education and Study**

Features of HiPROSPECTS®

- Clearly specify skills and knowledge required for students to develop before graduation as “Learning Objectives”
- Check the level of achievement of the goals

 See page **3** of HiPRO section

**(Mandatory for all students)**

## **Major Program (81 programs\*)**

Program provided by each School/Department for students to graduate with a bachelor's degree

\*Includes the number of programs in Undergraduate Education programs in English.

**(Only for those who are interested)**

## **Minor Program (46 programs)**

Program for students to study the basics and overview of another Major Program

## **Specific Program (16 programs)**

Program for students to pursue a particular topic of individual interest or to study for qualification/certification

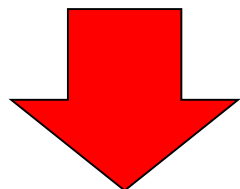


# Relationship between Learning Objectives and Class courses

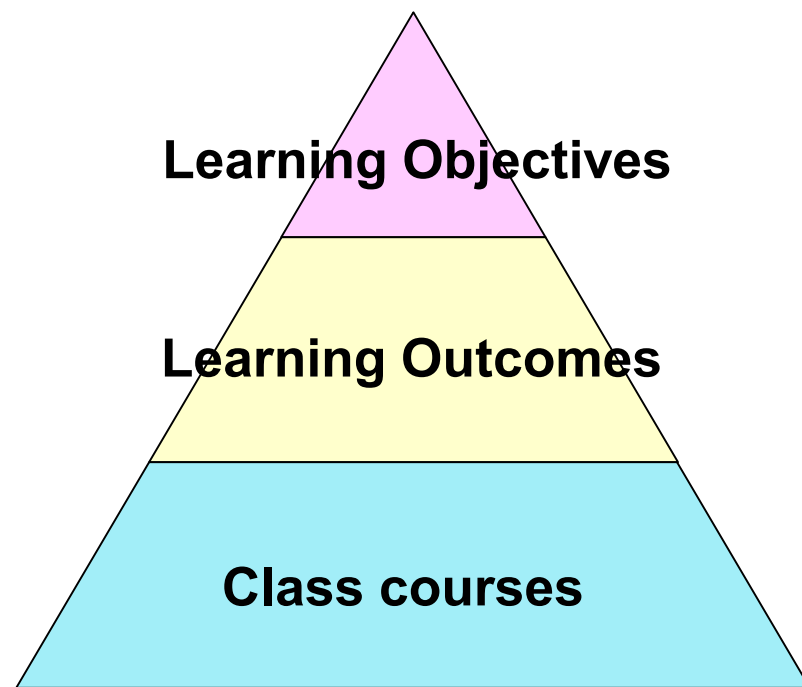
**Learning Objectives**: Abilities and knowledge required for students to develop by the time of their graduation (“ideal model graduate”)

**Learning Outcomes**: Specific skills, knowledge and attitude required for students to achieve the learning objectives.

**Courses**: Learning contents designed to allow students to achieve the learning outcomes



**By taking each “class courses”, you will be able to demonstrate learning outcomes and by putting them together, you will be able to achieve the “learning objectives” by the time of your graduation.**



# Specifications for Major Program

## Body

### Name of Program

1. Acquirable degree
2. Overview
3. **Diploma policy**
4. Curriculum policy
5. Starting Timing and Conditions
6. Obtainable qualification
7. Class courses and contents
8. Learning outcomes
9. Graduation thesis (Graduation research)
10. Responsibility system

Clarify learning objectives

Clarify learning outcomes

## Appendix

1. Table of Registration Standards
2. **Relationship between evaluation items and evaluation criteria**
3. **Relationship between evaluation items and class courses**
4. **Curriculum map**
5. List of instructors

**Verbalize and visualize goal-oriented education**

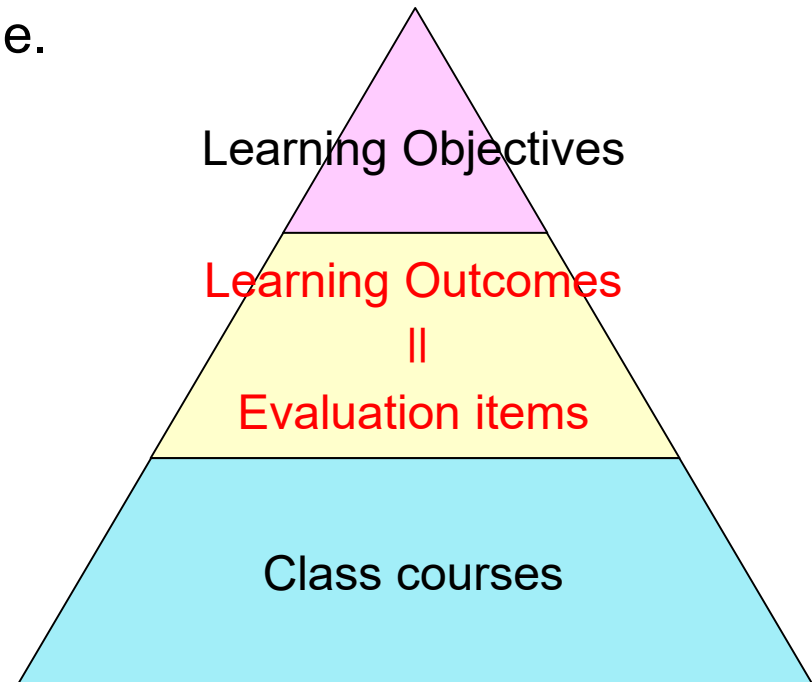
# Evaluation Method (Evaluation of achievement level)

☞ See page 8 of HiPRO section

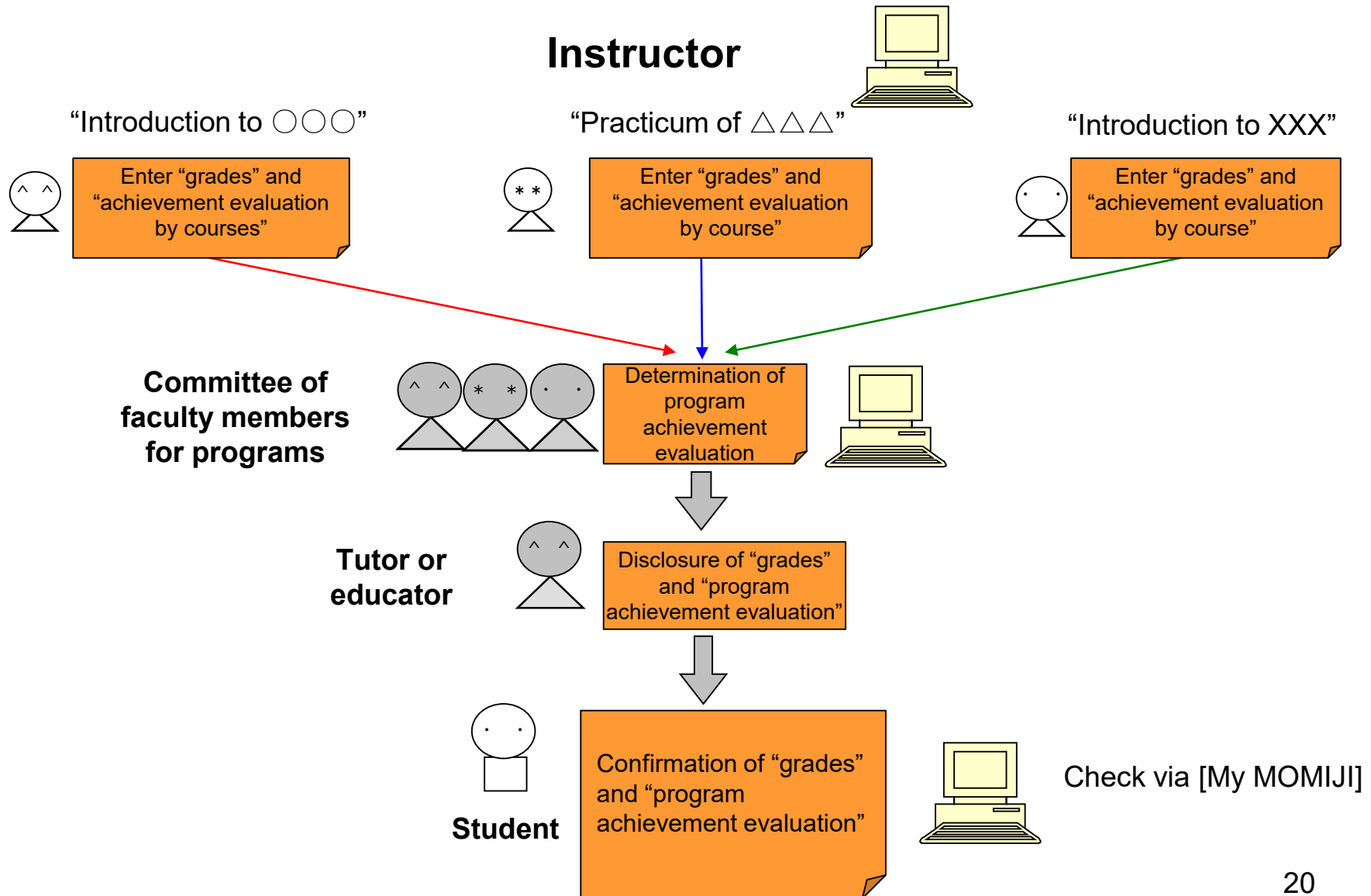
Evaluation of achievement level

Evaluation items are considered as learning outcomes and the “evaluation criteria” will be determined for each item. Based on the evaluation criteria, this evaluation of achievement level is performed on a three-point scale.

**Excellent: E**  
**Very Good: VG**  
**Good: G**



# Evaluation Method (Evaluation of achievement level)



# How to Check Grade Evaluation/GPA and Evaluation of achievement level



- You can check your grade evaluation, GPA and evaluation of achievement level via [My MOMIJI].
- You can check the evaluation of achievement level shown in a radar chart. By visually checking the evaluation of achievement level by semester, make good use of it to see what you are lacking and decide which courses to take for the next semester.



network. For details, see the My Momiji FAQs page below.

- Academic Register Management
- Course Information
- Grades**
  - Check Grades For Register
  - Check Grades Awarded
  - Check GPA
- Achievement Level Evaluation**
  - Program Achievement Level Information

**You can check the grade evaluation**

**You can check the evaluation of achievement level**

Message

Bookmarks To Other Messageboards

学部・研究科掲示/Message from your Faculty, School

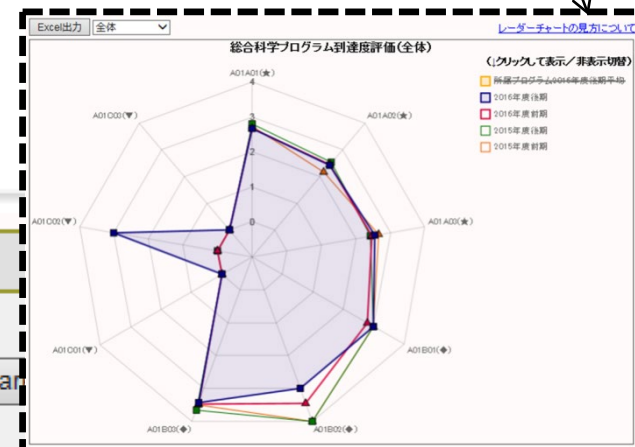
平成29年度総合科学部専門教育科目「都市社会史」(第3ターム)の不開講について (Unread)

総合科学部専門教育科目「生物物理化学」(第2ターム)の開講時限等変更について (Unread)

教

キャンパス) (Unread)

教養教育科目「アジア史A」の履修について(お知らせ) (Unread)





# Minor Program and Specific Program

☞ See page **4** of HiPRO section

	Minor Program	Specific Program
Registration Period	From early January to early February * For some Specific Programs, their registration period may differ from other programs. For more information, check the Specific Program page on the HiPROSPECTS(R) official website.	
Registering Student	Those who wish to register	
The number of programs that can be registered	One * Excluding programs offered by the School that offers the Major Program of the registering student	Plural
Program completion requirements	Upon obtaining required credits for completion of Minor Program and graduation approval	Upon obtaining the required credits for completion of Specific Program and graduating or withdrawing from the University
Delivery of diploma	A diploma will be awarded in all Minor Programs	Except for particular Specific Programs, a diploma will be awarded in Specific Programs except for some Specific Programs

List of Minor Programs → See page **11** of HiPRO section

List of Specific Programs → See from page **12** of HiPRO section

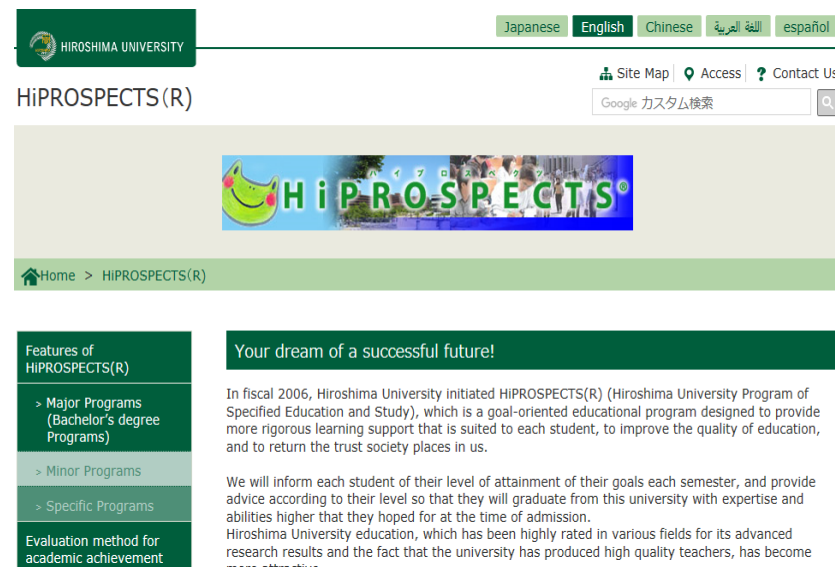
 See page 7 of HiPRO section

## Materials that show the outline of each program

- Specifications for Major Program
- Instructions of Minor Program
- Instructions of Specific Program

[MOMIJI Top]

- Academic Support
- Undergraduate Education
- HiPROSPECTS®



The screenshot shows the HiPROSPECTS(R) website interface. At the top, there is a navigation bar with language options: Japanese, English, Chinese, اللغة العربية, and español. Below this is the Hiroshima University logo and the text 'HIROSHIMA UNIVERSITY'. The main heading is 'HiPROSPECTS(R)'. There is a search bar with the text 'Google カスタム検索'. Below the search bar is a banner image with the HiPROSPECTS logo. A breadcrumb trail shows 'Home > HiPROSPECTS(R)'. On the left side, there is a sidebar menu with the following items: 'Features of HiPROSPECTS(R)', '> Major Programs (Bachelor's degree Programs)', '> Minor Programs', '> Specific Programs', and 'Evaluation method for academic achievement'. On the right side, there is a section titled 'Your dream of a successful future!' with a paragraph of text: 'In fiscal 2006, Hiroshima University initiated HiPROSPECTS(R) (Hiroshima University Program of Specified Education and Study), which is a goal-oriented educational program designed to provide more rigorous learning support that is suited to each student, to improve the quality of education, and to return the trust society places in us. We will inform each student of their level of attainment of their goals each semester, and provide advice according to their level so that they will graduate from this university with expertise and abilities higher than they hoped for at the time of admission. Hiroshima University education, which has been highly rated in various fields for its advanced research results and the fact that the university has produced high quality teachers, has become more attractive.'

## Material that shows the objectives and schedule of the course offered in each program

- Syllabus

[My MOMIJI]

- Syllabus

# Packages of Informatics and Data Science Courses



 See page **27** of HiPRO section

**Packages of Informatics and Data Science Courses** are courses that are selected from specialized education courses offered at the School of Informatics and Data Science (newly established in AY2018) and packaged in accordance with the needs of each academic field in order for students to acquire systematic analytical methods and information-processing techniques required in various academic disciplines.

To sign up for the packages of informatics and data science courses .....

- ① **Check the package** recommended by the Major Program you are taking (or wish to take) on page 28 in HiPRO section of the student handbook. As there is no specified program for IGS, you can take any courses.
- ② **Check the courses** included in the package.
- ③ **Check the content of the courses in the syllabus and register the courses you wish to study via [My MOMIJI]** in the same way as for other courses.

The knowledge obtained through packages of informatics and data science courses will be helpful on various occasions, such as graduation research in each academic field, studies at graduate school, and work after finding a job.

We hope many students will take “Packages of Informatics and Data Science Courses”.



 See page **29** of HiPRO section

## **Please follow the rules.**

- Please join the liability insurance corresponding to "Accident during internship" (for example "PAS", "LMS", "Comprehensive Insurance for Student Lives Coupled with PAS", "Student Liability Insurance" handled by College Student Association, etc.) from the time of admission.
- All internship participants are required to attend pre-internship training session given by each School or Global Career Design Center.
- During the internship, always try to be polite and treat staff at the host organization with respect by giving them a proper greeting and using appropriate language.

# University-wide simultaneous class cancellation HIROSHIMA UNIVERSITY due to weather warning issuance or other reasons

In case of issuance of a weather warning from Hiroshima Local Meteorological Observatory, suspension of public transportation, an incident or accident, or the launch of a ballistic missile., all classes may be cancelled.

In the case of class simultaneous class cancellation, **such information will be posted on the emergency information column of [MOMIJI Top] (see below) and e-mail (b24XXXX@hiroshima-u.ac.jp). Give top priority to your safety.**

## Judgement time and scope of class period for simultaneous class cancellation

- 1) For morning classes (classes starting from 8:45 a.m. to 12:10 p.m.): By around 6:45 a.m.
- 2) For afternoon classes (classes starting from 12:50 p.m. to 5:05 p.m.): By around 10:50 a.m.
- 3) For night classes (classes starting from 5:30 p.m. to 7:40 p.m.): By around 4:00 p.m.

For more information, refer the following site on [MOMIJI Top]

[MOMIJI Top]

- Academic Support
- University-wide Simultaneous Class Cancellation Associated with Incidents Such as Issuance of Weather Warnings, or Suspended Service of Public Transport or Other Accidents or Crimes.



The screenshot shows the MOMIJI website interface. At the top, there is a navigation bar with 'HOME', '学び', '留学生へのサポート', and 'インフォメーション'. Below this, there is a search bar and a 'Myもみじへログイン' button. The main content area features a '緊急連絡' (Emergency Contact) section, which is highlighted with a red box. This section contains a warning icon and the text: '現在、緊急連絡はありません' (Currently, there is no emergency contact) and '更新日時: 2023/10/26 16:49'. A red arrow points from a red text box to this section. The red text box contains the text: 'Emergency information will be posted here'. Below the emergency contact section, there is a 'TOPICS' section with a 'トピックス' button and a 'サークル紹介動画' (Circle Introduction Video) button.

You can also check the information on Hiroshima University's official X or official Facebook. If you cannot access either MOMIJI, Twitter or Facebook, please contact the Student Support Office.

# Handling of Cheating on Final Examination, etc.

## Handling of Cheating on Final Examination, etc. (excerpt)

1. The handling of the courses during the semester in which the student cheated on the final examination, etc. is as follows:

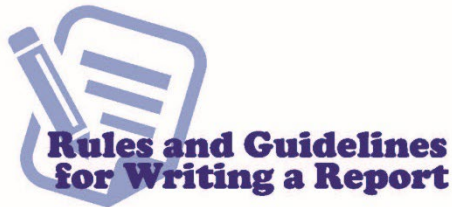
1st or 2nd semester

- (1) If a student cheats on an examination of the liberal arts education program, his/her evaluation of **all** liberal arts education program courses will be “**FAIL.**” However, “Introductory Seminar for First-Year Student” will be excluded.
- (2) If a student cheats on an examination of specialized education courses, his/her evaluation of **all** specialized education courses will be “**FAIL.**”

2. Student who cheated on the final examination, etc. will receive disciplinary punishment in accordance with Rules for Disciplinary Action for Student.

**If student is found in cheating in the liberal arts education program in the second term, his/her evaluation of all liberal arts education program courses (first term courses, second term courses, Spring semester courses and Spring semester intensive courses) will be “FAIL.”**

# Rules and Guidelines for Writing a Report



写报告的注意事项



You will be required to submit a report as an assignment of lectures or laboratory work at the University many times.

Hiroshima University has created a brochure to prevent plagiarism in students' assignments **“Rules and Guidelines for Writing a Report”**.

(Location)

[MOMIJI Top]

- Academic Support
- Undergraduate Education
- Rules and Guidelines for Writing a Report

**Learn about how to write a report properly and write your report without plagiarism.**

## ● Class Improvement Questionnaires

**Hiroshima University conducts questionnaire surveys for class improvement to get input from students to help improve classes.**

- Answer the questionnaire for each class course you are taking
- The questionnaire is anonymous. Log in on “[My MOMIJI]” and answer the questionnaire.

You can answer  
from your smart  
phone.

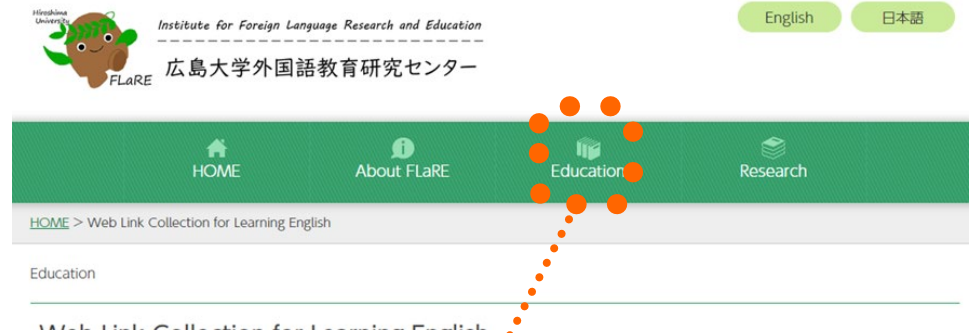
\* More detailed information will be posted on [My MOMIJI] during the implementation period of the questionnaire.

**Your honest feedback is appreciated.  
Your comments will change the education  
at Hiroshima University.**

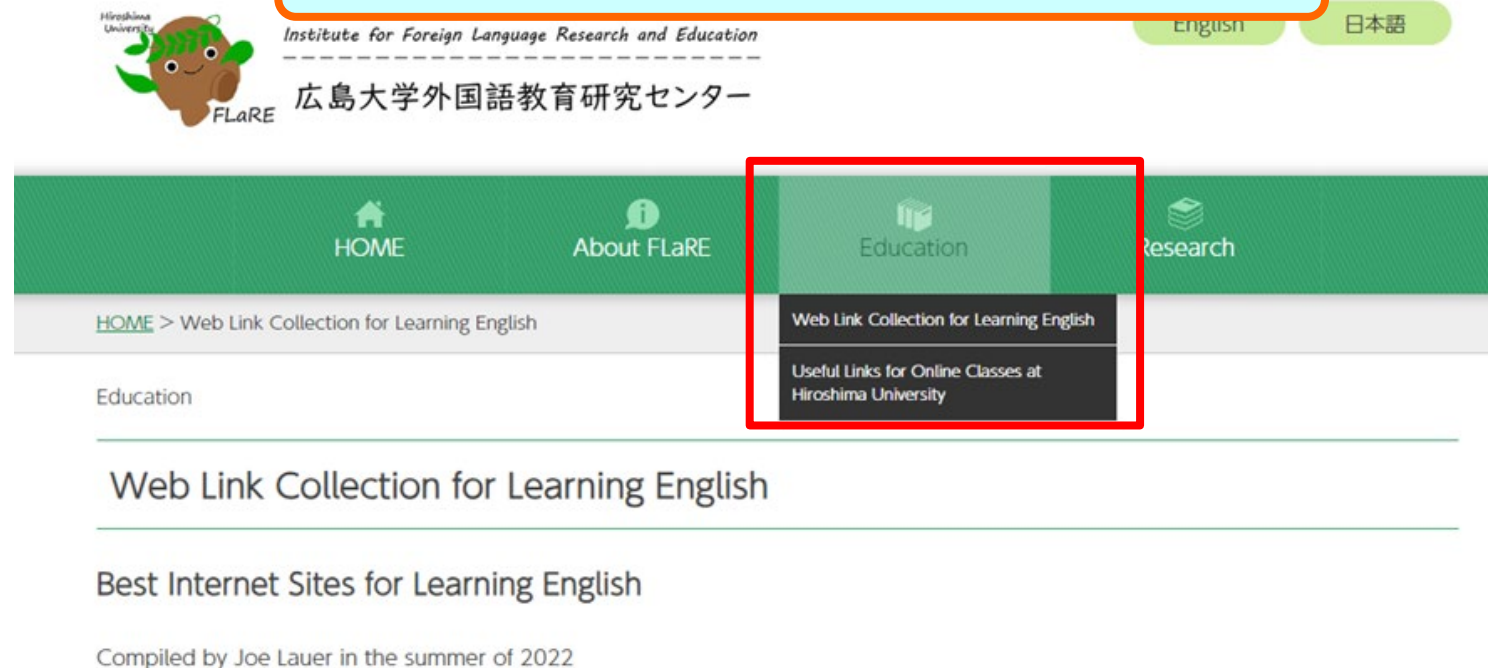
# Various Tools to Develop Foreign Language Proficiency

Hiroshima University Institute  
for Foreign Language Research  
and Education

<https://www.flare.hiroshima-u.ac.jp/>



“Education” menu bar on the top of the webpage



# Use of TOEIC® L&R IP Test

For the purpose of continuously measuring English proficiency on the same basis from the time of admission until graduation, all undergraduate students at Hiroshima University are required to take **TOEIC® L&R IP test**.

- ◆ Test timing: Students are required to take TOEIC® test conducted simultaneously university-wide twice while in school. (Some students may take the test separately depending on their school or choice of courses.)

First time: May, The 1st school year (AY2024: **Online from Monday, May 13 to Sunday, May 19**)

Second time: The 3rd school year and thereafter (Check the specific timing on the webpage of [MOMIJI Top] below)

\* Details will be posted on [My MOMIJI] and [MOMIJI Top].

[MOMIJI Top]  
– Academic Support  
– TOEIC (R) L&R IP Information

- ◆ Test structure: listening questions and reading questions
- ◆ Test expenses: Free (The University will cover the test expenses.)

## TOEIC® L&R IP test scheduled to be held on November

TOEIC® L&R IP test is scheduled to be held on November for students in the 3rd year and thereafter. The 1st year students who wish to take the test can take it for free. Active participation is welcome and encouraged.

\* Students may be selected on a first-come-first-served basis or in a lottery.

\* The application process and period will be announced on the [My MOMIJI] bulletin board in August or later.

The results of TOEIC® L&R IP test will be used for grade evaluation and class composition of liberal arts education program English courses and for improvement of university curriculum and education methods.



# Please check the "MOMIJI" once a day

There is a large difference between university and high school.

**You may have spent your student life by being given a lot of information until high school. However, at university, you have to obtain information on your own.**

Information from the University to students will be announced on [MOMIJI Top] or [My MOMIJI], so try to log in to [My MOMIJI] at least once a day and be sure to check such information.





**That's all.**

**If you have any questions,  
please contact the student support office.**