Confirming and Exporting the Grade Notification on the WEB [Fall]

Checking the Grade Notification using the Hosei University Information System.

[1] Login to the Information System

https://www.as.hosei.ac.jp/

Go to the above URL or scan the QR code on the right, and login as explained below.

Logging in

On the 全学ネットワークシステム総合認証 (SSO) screen, enter your user ID (student ID and password), and select the Login button.

> Login with your ID / password when using a computer at university

[2] Downloading the Grade Notification from the information portal

The Hosei University Information Portal screen appears once you have logged in successfully.

From here, you use the **単位修得状況照会** menu.

① Next, click on **成績通知書印刷 / Grade notification.**

② Select **出力（英語） / Out Put (English)** in the lower right corner.

③ Click OK.

④ Select **開く(O).**

⑤ This will download and open a PDF of your Grade Notification.

Please save or print this, and make sure to keep it for the future.

[3] Grade Notification confirmation

① **You can check the grades you have received for the courses you have attended by year** (*Completed courses from previous academic years are also shown).

(2) You can check your credits by course category.

③ **Next, you can check your status for the academic year.**

◆ **How to read the "Result"**

This is the result judged by the credits earned until this Fall Semester.

■ **"Anticipated year completion" and "Anticipated graduation"**

The students have met the credit requirements for promotion or graduation as of the end of the Fall Semester.

■ **"Insufficient credits for year completion" and "Insufficient credits to graduate"**

The students do not meet the requirements for promotion or graduation as of the end of the Fall Semester.

Please register for classes in the Spring Semester so that you can fulfill the requirements for promotion and graduation.

If students have earned the required number of credits by the end of the next Spring Semester, students will be judged "Anticipated year completion" or "Anticipated graduation".

★ Note: ★

◆ **Fall Semester grades will be reflected on grade-related certificates after the commencement ceremony for March graduates and in early April for non-graduates.**