## －Course Evaluation

## Course Evaluation for 2015－1 semester is available on the internet『2015．05．26～06．24．』

## 1．Descriptions

（1）W hat you have evaluated will be completely kept secret，and students who do not make course evaluation will not have an internet access to their grade reports for 2015－1 semester． （All the classes taken need to be evaluated）
（2）Students need to enter hisher personal contact，postal address，and email account at『general student information』 menu in HY－in before making evaluations．
※ How to correct personal information ：［Home Page］＞［HY－in］＞［Student ID，Password Log in］＞［my home］＞［settings］＞［personal information］
$\rightarrow$ Type e－mail account，mobile phone no．and postal address．
（3）Once evaluation is made and saved，and you are allowed to check your grade reports．

## But after checking the reports，it is not possible to change the evaluation contents．

## 2．Classes Subject to Evaluations

All classes except hands－on sessions in classes with both theory and hands－on sessions and classes that are taught in Omnibus format for less than 7 weeks（all graduate laboratory and hands－on classes and classes where less than 3 students attended are excluded）

3．Evaluation is to be made from 2015．05． 26 09：00 to 06． 24 23：59

## 4．How to Make Evaluation

（1）Access Hanyang homepage
［Home Page］＞［Log onto HY－in］＞［Student ID，Password Log in］＞［my home］＞［year－semester］ and search＞［course evaluation］click
（2）Evaluation Procedures
A．Select the course you have taken，make evaluation and save．
B．Students need to fill out Comment Section．Once comments are made＂Complete＂will appear，otherwise＂Complete（Comments not made）＂will appear
C．［Applicable to enrolled Undergraduate students only］In addition to lecture evaluations， recommend the best lecturer of the classes taken this semester．
※ This is not a requirement，only an option．A student may recommend up to two lecturers．
D．Once completed，Log out．



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