

### 2.2.3. Graduate Designated Course Approval Request

#### a. Function Summary

This screen allows graduate students to request approval for designated courses and check application history and approval status.

#### b. User

- Student

#### c. How to Use

대학원지정과목승인요청 🔍 ? ☆

|                  |                      |        |                      |       |                      |
|------------------|----------------------|--------|----------------------|-------|----------------------|
| 대학원 지도교수 지정과목 입력 |                      |        |                      |       |                      |
| 학번               | <input type="text"/> | 성명     | <input type="text"/> | 지도교수  | <input type="text"/> |
| 신청일시             | <input type="text"/> | 결재진행상태 |                      | 입력구분* | <input type="text"/> |

- When the screen is accessed, the application period is verified and student information and application records are automatically displayed. Outside the period, input and save functions are deactivated.
- Selecting an input type (Designated/Other Designated/Exempt) activates the corresponding input form.
- Click [Add] to open the course search popup.
- Search for and select a course in the popup; the course is added to the application list.
- After completing the input, click [Save] to save temporarily.
- Select the row to delete and click [Delete] to remove it.
- Click [Final Approval Request] to submit the final approval request; no further modifications are allowed after this.
- If cancellation is needed after submitting the final approval request, click [Cancel Approval (Request)] to withdraw the request.
- Click [Approval Progress Status] to open the approval progress popup.
- In the popup, you can view the progress status at each approval stage.

#### d. Notes

- Input and saving are only available during the graduate designated course approval request period.
- Content cannot be modified after the final approval request is submitted.
- When the Designated type is selected, a maximum of 5 courses can be entered.
- Designated credits cannot exceed 15 credits.

#### e. Output

- None.