

# Measures in the Case of Accident or Suspension of Public Transportation Services

Doshisha University takes the following measures in the case of accident or suspension of public transportation services. Do not forget to obtain the delay certificate issued by the appropriate railway/bus company before coming to the campus (the following measures will not apply without the certificate).

Please also note that these measures only apply to your regular commuting route between your home and the university (the route indicated on your Certificate for Commuter Pass). If you have any concerns about the delay of public transportation due to an accident or suspension, contact the ILA office.

- If less than 15 minutes (30 minutes for the 2nd period class exam only) have passed since the start of the exam, go to the examination room.
- If you arrive more than 15 minutes late (30 minutes for the 2nd period class exam only) due to a transportation delay, and you can demonstrate that you would have made it to the final exam on time without the delay, based on the certified delay time stated on the delay certificate issued by the transportation company (the time of arrival at the exam room minus the delay time must fall within the starting time of the examination plus the allowed tardiness time of less than 15 minutes), you are eligible to request a makeup exam. To do so, please submit a makeup exam application to the ILA office within 3 days (excluding office closure days) following the exam day.

Please note that many railway or bus companies have stopped issuing paper-based delay certificates, and that they are posted on the website of each company. When you apply for a makeup examination at the ILA

office, please note that you need to print out and submit the delay certificate posted on the website along with the request for makeup examination form.