

Grade Reports

Responsible Unit: Academics, Vice President's Office

Date Approved: December 2005

Date Revised: July 2017

Full-time and part-time faculty must enter grades for each student into the PeopleSoft student information system following the directions provided by the Registrar. Grades should be submitted as soon as possible after the scheduled final examination, but no later than noon on the Monday following the end of final examinations or the date specified by the Registrar for summer sessions.