

December 16, 2021

To: Department Chairs

Please share this communication with your respective faculty and staff regarding tomorrow's preliminary grade submission deadline of Dec. 17, Friday.

Here's the [link to the Fall 2021 Grading Bulletin](#) for your quick reference to all dates, procedures, Registrar's contact information, and links including the Navigation tutorial on how to enter grades in the Faculty Center.

Note that after the preliminary submission deadline of grades at 11:59pm on Friday, Dec. 17, the first grade posting will be on Saturday morning, Dec. 18. Grades will be viewable starting at 8AM. Thereafter, subsequent postings are scheduled on 12/20, 12/22, 12/24, 12/27, and 12/30.

The final grade submission deadline is on Sunday, January 2 at 11:59PM. The final grade posting is scheduled at 7AM on January 3, 2022.

The next Registrar's update regarding Fall 2021 grade submission reports will be on Monday, Dec. 20.

Thank you.

Sincerely,

Marian Yao, MBA
University Registrar & FERPA Compliance Officer