Submit Missing Graduate School Grades – Fall 2023

Dear Professor McCooley,

Please log into Faculty Grade Submission, select "fall 2023" from the drop-down menu, and enter missing grades. To identify the missing grades for a particular course, highlight the course and select “Not Graded” from the Grading Status drop-down list.

Grades for fall 2023 graduate students were due Tuesday, January 2. All students must receive a grade, including those who take courses SAT/UNSAT, Audit, or yearlong. If a student wishes to petition for an extension to complete fall-term coursework, the student must submit a Temporary Incomplete Grade Submission Request for your approval.

Any grades not submitted by **Friday, January 19**, will be converted to a Permanent Incomplete (I).

Thank you for your prompt attention to this matter.

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