Missing Yale College Grades for Continuing Undergraduates

Dear Yale College Instructor,

Submit your outstanding spring grades, which were due on Wednesday, May 15 as soon as possible. Final grades are used to determine whether undergraduates have met the requirements for promotion. We will begin the process of converting missing grades to “F” after close of business today.

If you saved grades in Faculty Grade Submission (FGS) but have not submitted them, complete the submission process. You are done when the screen displays "Grades have been submitted successfully."

Reply to this message if you have a student with incomplete work for which the residential college dean has not authorized a temporary incomplete (TI) or postponement of the final exam (ABX).

If you have referred a student to the Executive Committee, do not submit a grade for that student. After the case is resolved, submit a Grade Change Form, found in FGS by opening the course roster.

Click on the “Forms” link in the upper right corner to navigate to the Yale College grade change request form.

If you have any questions about using FGS, email registrar@yale.edu.

Sincerely,

University Registrar's Office
246 Church Street, 3rd Floor
New Haven, CT 06520-8321
(203) 432-2330
registrar.yale.edu