## Spring 2016 Grade Processing Calendar

<table>
<thead>
<tr>
<th>Final Exam Date</th>
<th>Web Grading Due Date</th>
<th>Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sunday, May 1</td>
<td>Thursday, May 5</td>
<td>11:59 PM</td>
</tr>
<tr>
<td>Monday, May 2</td>
<td>Friday, May 6</td>
<td>11:59 PM</td>
</tr>
<tr>
<td>Tuesday, May 3</td>
<td>Saturday, May 7</td>
<td>11:59 PM</td>
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<tr>
<td>Wednesday, May 4</td>
<td>Monday, May 9</td>
<td>11:59 PM</td>
</tr>
<tr>
<td>Thursday, May 5</td>
<td>Tuesday, May 10</td>
<td>11:59 PM</td>
</tr>
</tbody>
</table>

### Date: 4/26/16 Tuesday, Time: 5:00 PM
Grade rosters available. All faculty, instructors, TAs, etc. must be correctly assigned to their classes in Campus Solutions by 5:00 p.m., or they will not have access to their grade rosters for web grading.

### Date: 4/27/16 Wednesday, Time: 8:00 AM
**Web grading opens. Grade rosters available via MyCUInfo Teaching Tools tab.**

Any student added to a class after April 26 will NOT appear on the grade roster and requires submission of a Change of Record form, complete with all signatures, required fields, INCLUDING the final course grade.

As faculty post rosters, students can immediately see grades in MyCUInfo. Their GPA updates each time a new grade posts to their record, although each student’s GPA is not final for the term until all their grades are posted.

### Date: 5/10/16 Tuesday, Time: 11:59 PM
**Final grading deadline!**

### Date: 5/11/16 Wednesday, Time: 5:00 PM
I to F conversion. Doctorate degrees posted.

### Date: 5/12/16 Thursday, Time: 1:00 PM

### Date: 5/13/16 Friday, Time: 9:00 AM
End-of-term transcripts available to departments by request.

### Date: 6/13/16 Monday, Time: 5:00 PM
Honors, class rank, and all other degrees post to records. Transcripts with degrees available. Degree questions go to 303-492-6970 or diplomas@colorado.edu.

Please visit [www.colorado.edu/registrar/faculty-staff/grading](http://www.colorado.edu/registrar/faculty-staff/grading) for step-by-step instructions on posting grades in the web grading system, including video tutorials, FAQs, and D2L upload instructions.