Subject: Spring 2024 Grading to Open Friday, April 26

Sent: Wednesday, April 24, 2024

Dear Faculty,

As the primary instructor for a Spring 2024 course in the Whiting School of Engineering or Krieger School of Arts & Sciences, I wanted to inform you that **grading will open this Friday, April 26, 2024** for full term courses! If you also teach a Term 2 Short Course, that grading period will not be open until 5/17/24.

<mark>Grading for Graduating Seniors is due Monday 5/20/2024</mark>

Online Grading in SIS will close Monday, May 20, 2024 for full term courses at 11:59PM. This term, the graduating senior date does align with the date for full term classes. On this date all saved grades will be posted to records, even if they are not posted to registrars.

The above grading period is your opportunity to bulk grade! If you miss this grading window, you will have to <u>individually grade</u> your students via Grade Change Webform. Timely grading is required by the Faculty Handbook: all grades should be submitted 48 hours after the final examination is given.

In the interim, you may want to review the following:
1. Summary of Grading related policies and procedures can be found here: [Letter from the Homewood Registrar on Grading](#)
2. Logon to SIS Self-Service (https://sis.jhu.edu) and check your grading access for your courses/sections. If the Roster Status box says *you do not have grading access to this class* when you expected to have this access, please reach out to your Department Coordinator.
3. [University IT Grading Resources](#)

Please feel free to contact us if there are any questions!

Office of the Registrar
Homewood Schools (KSAS & WSE)