Fall 2016 End of Semester Processing

November 15, 2016
-I/NR Reports Distributed to colleges

December 5, 2016
-Run WSRCM006 Courses with Missing Instructor to review before grade rosters are created

December 9, 2016
-Fall 2015 final grade rosters created and opened by 5 p.m.

December 12 – 16, 2016
-Fall 2015 final exams
-Dean's offices will run WSRCM008 (grade roster status) daily to review missing grades

December 15, 2016
-Adjusted I/NR reports back to the Office of the Registrar by 5 p.m.

December 16, 2016
-Incomplete Grade Lapse Process runs at 1 p.m.

December 20, 2016
-Deadline to copy grades from K-State Online Classic/Canvas into KSIS is 4 p.m.
-All Grades for the Fall 2015 term are due in KSIS by 5 p.m.
-Major Grade posting processes include:
    -Convert all blank grades to NR, then to a status of approved
    -Grade Posting
    -Repeat Process
    -Academic Standing (warning/dismissal)
    -Honors calculations
    -Dismissal holds applied
    -Semester snapshot created
    -ARH Process run and holds applied

-Semester honors, class rank, ARH, warning & dismissal reports will be prepared for dissemination on the evening of December 20
-Roger Eaton will email college contacts when processes are complete and ready for distribution
-Colleges will review reports and prepare HWD letters (find .csv in Report Repository).

December 21, 2016
-Students will be able to view spring grades in KSIS starting at 8 a.m.
-Faculty will be able to submit grade change request in KSIS starting at 8 a.m.

January 6, 2017

Reinstatements due in Office of the Registrar by 5 p.m.
-Class enrollments (Spring) for dismissed students will be dropped on Friday, January 6, 2017