FINAL GRADES

Full-Term Classes

Faculty members have five (5) business days after the last day of instruction to submit final grades online.

Failure to submit grades on time can have a direct effect on students, including, but not limited to:

- Prerequisite clearance
- Increase units earned for higher registration placement in future terms
- Transfer to four-year institution
- Health insurance coverage
- Scholarships
- Financial Aid benefits
- Veteran benefits
- Removal of academic probation status
- Sports participation
- Licensing examinations
- Degree/Certificate posting

Once the grading deadline has passed, grades must be submitted using the online Grade Change Form on the MyChaffey Faculty page, or in person in the Admissions and Records Office on the Rancho campus. A separate form will be required for each student.