



PRAIRIE VIEW A&M UNIVERSITY

A Member of the Texas A&M University System

December 5, 2017

Greetings Students,

We know that you are anxious to finish the semester successfully! Whether that be graduation and a new job or to register for your next semester here on the hill, we want to provide you with information that will help you to achieve your goals. We want to prepare you for what is expected of all instructors regarding the posting of final grades.

All Instructors of Record are **required** to adhere to the following Final Grade Posting Schedule located here:

<http://www.pvamu.edu/registrar/general-registration-information/grade-posting-schedule/>

If your instructor fails to post your grade by the **End Posting Date** shown above, it will result in the Registrar's Office posting Not Reported (**NR**) grades to PantherTracks. Subsequently, instructors will be required to complete a **Grade Correction Form** for each **NR** grade and submit them to the department head, dean, and provost for approval by January 10, 2018.

Thank you,

Deborah J. Dungey
Registrar