



Entering Grades

When you have determined the grades for the class, print out a copy with name and number, section, and semester of course (ei. LDRS 500, Section A, Summer), student names, identification numbers, grades, and the Professor's signature. Fax the signed copy to 604-513-2003, attn: Irene Abrahams and/or Guelda Redman, and email mal@twu.ca to let us know it is there. We will then forward to the appropriate department.