

# TOP TEN

## Reasons Why It's Important That Grades Are Submitted Accurately And On Time

10. Grades cannot be transcribed until all grades are in our computer system accurately. This means that incompletes and grading errors must be resolved. Please do not issue incompletes to seniors without approval from Doniel! The only reasons to change grades should be to clear incompletes or in the event an attendance appeal is granted. If a student submits late work expecting a grade change—tough luck!

9. Class rankings cannot be determined until grades are transcribed. At the end of the second trimester, the counselors must review the top 30 senior transcripts for accuracy before the top ten can be announced. (The top 15 students bug us daily until the results are announced...quite frankly, it's more than a little irritating!)



8. Final trimester transcripts cannot be mailed to colleges until grades are transcribed. College admission hinges on these transcripts for some students.

7. Many schedule changes are made based on first and second trimester failures.

6. Graduation (or not) depends on first and second trimester grades for many students. If students aren't going to graduate, we need to notify parents ASAP. (Also, we don't want to waste \$20 by ordering useless diplomas.)



5. Credit audits cannot be done if we are processing multiple grade changes that affect whether students pass or fail classes. Credit audits are necessary to keep kids on track toward graduation. Credit audits also determine whether students should enroll in Nova Net classes.

4. Eligibility! Coaches are not happy when their athletes are ineligible due to a grading mistake and we're not happy when we have to fix those mistakes.



3. Changing grades is time consuming. For every incomplete that is issued, every letter grade issued where a NC was required, every grade changed because a student turned in a late assignment, Teresa must change the grade on the report card, transcript and transcript label. These changes affect GPAs which, in turn, affect rankings. (Refer to 9 & 8.) And let's face it, Teresa is looking to make her job as easy as possible so she has more time for naps.



2. Students that receive failing grades can get discouraged and drop out of school. If these grades aren't correct, kids are dropping out for no reason (not that there is a good reason to drop out of school!)

...and the number one reason why it's important that grades be submitted accurately and on time...



*Teresa gets cranky if grading issues interfere with her  
pedicure and bon-bon schedule!*

**P.S. Know your seniors! Their grades are especially important. Please know who your seniors are and pay extra attention to their grades.**

