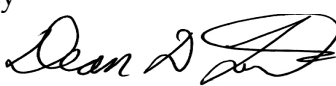




## MEMORANDUM

**TO:** University Faculty

**FROM:** Dean D. Libutti   
Vice Provost for Enrollment Management

**DATE:** May 15, 2017

**SUBJECT:** Academic Calendar, Final Exams, and Grading

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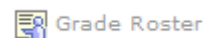
Please review the following important dates and policies related to the end of term.

**Final Exam Period:**

The **Kingston campus** final exams are scheduled for Thursday, May 4 through Friday, May 5 and Monday, May 8 through Friday, May 12. The **Providence campus** final exams are scheduled for May 4-6 and 8-10. *Please note that blended and online courses are subject to these dates and schedules.* The final exam schedule and policies are available at: <http://web.uri.edu/enrollment/final-exam-schedules/>

**Grading:**

Grade rosters for the Spring 2017 semester are now available in eCampus and are due by **Tuesday, May 16<sup>th</sup> by 12 Noon**. Please use the grade roster icon that is located next to each course under your eCampus faculty center.



A helpful guide to posting grades is available at: [web.uri.edu/enrollment/?s=faculty+center](http://web.uri.edu/enrollment/?s=faculty+center)

If you have any grading questions or need assistance, please call Chris Barrett 874-9633, Ken Sisson 874-4480 or Jack Humphrey 874- 4479 in Enrollment Services.

As a reminder, faculty can customize eCampus so it shows the various terms/preferences when you log-in. To do so follow these simple steps:

1. Log on to eCampus and Click on self-service (menu to the left)
2. Click on Personal Information and then on User Preferences
3. To change the term, click the look-up icon
4. Hit Save, log-out, and then log back in to eCampus.

Academic Calendar link: [web.uri.edu/enrollment/academic-calendars/](http://web.uri.edu/enrollment/academic-calendars/)