From Jomy George, Registrar Director, Office of the Registrar:

As we approach the end of the Fall 2025 semester, I would like to share a few important reminders and resources to support you in finalizing your grades:

Key Dates:
- **December 16, 2025** - Fall 2025 grade rosters open.
- **December 26, 2025** - Fall 2025 grade submission deadline for graduate and undergraduate courses.

Grading Policies:
Queens College employs several grades, and it is important to assign the appropriate grade for each student's performance and participation. You can visit the Academic and Grading Policies page for further details about Queens College's grading policies.

Entering Grades in CUNYfirst:
For information on entering your grades using the Grade Roster in the CUNYfirst Faculty Center, please visit CUNY Knowledge Base article 1 - CUNY Service Portal. We also recommend testing your CUNYfirst login ahead of time to avoid any last-minute issues. For technical assistance, please reach out to the ITS Help Desk.

Online Grade Change Form Live in CUNYfirst:
Grade changes for the past two semesters can now be submitted through the Grade Change Form tile in CUNYfirst. If a student is completing coursework for a prior semester INC (Incomplete), you may now request the grade change directly through the online grade change process in CUNYfirst. Please note: Grade changes for Fall 2025 will be available as soon as the official grade roster is posted. To walk you through the process, this video provides clear, step-by-step instructions on how to submit grade changes in CUNYfirst.

Planning Ahead:
To help plan your next semester's syllabus, please visit the 2026-2027 CUNY Academic Calendar.

Thank you in advance for your cooperation. For questions about grading policies or procedures, please make a request in Fresh Service.

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