End of Final Semester

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Student Year-at-a-Glance

End of Cycle/Semester

End of Final Semester

The following tasks must be done at the end of the final semester.

❑ Complete all End of Semester tasks, plus the following:

Task	Resource
Grade Reporting	
❑ Assign pass/fail indicators and verify course completion records for PEIMS. **NOTE:** These indicators must be set for 1st grade and above.	QuickGuide: Assign Pass/Fail Indicators
❑ (Elementary campuses) Compute final grades, whether the campus uses semester grades or cumulative year-to-date averages.	Grade Reporting > Utilities > Grade Computation Elementary
❑ (Elementary campuses) Print final report cards with the promotion/retained message.	❑ SGR1400 - Elementary Report Cards (set **Print Promoted/Retained Msg** to Y)

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