



End of Final Semester

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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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