**End of Fall '22 Checklist**

When the semester ends, there are some things to do in HuskyCT and Student Admin. Here’s a checklist to help you cover all the steps. Click the link symbol 📗 for direct access to help pages.

### Final Grade Center Preparation
- Confirm final calculated column is accurate
- Confirm Letter Grading Schema matches syllabus

### Submitting Final Grades
- **Dec. 21:** Send final HuskyCT grades to Student Admin before **2pm**
- **Dec. 21:** Record final grades in Student Admin system before **4pm**

### Other End of Semester Topics
- Extending course availability
- Student Evaluations

### Preparing Your Course for Future Use
- Check Grade Center for hidden/unused columns
- Delete unused columns