



# Grade Quicksheet

## Online Grade Submission

The online grade submission website is open at the end of the semester for grade submissions. You will receive an e-mail notification which will include the dates and steps for submission.

### Deadline for Grades:

#### Please Note

Use "Store Working Copy" until you are certain that you want to submit them.

1. Go to [https://www.andrews.edu/grade](#)
2. Click [Log In](#)
3. Click [Log In](#). If prompted, login using your Andrews username and password
4. Click [Store Working Copy](#)

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