## **View Grades**

**Purpose:** Use this document to reference how to view grades through the Academic Records tile on the ctcLink Student Homepage.

Audience: Students; Student Services staff.

## **View Grades**

## Navigation: Student Homepage

- 1. Select the Academic Records tile.
- 2. The Academic Records page displays.
- 3. Select the View Grades menu item.
- 4. The results display to the right.
- 5. Select the applicable value for the **Term**, **College** and **Career** to view grades.
- 6. The chosen term, college and career displays in the top left corner.
- 7. The View Grades page for the selection displays to the right.
- 8. Select the **Change** button on the top left to change to a new Term, College or Career.
- 9. The **Select a Value** pagelet displays.
- 10. Select a new value for the **Term**, **College** and **Career**.
- 11. The **View Grades** for the new term, college and career displays.
- 12. Select the **Term GPA** link.
- 13. The **Term GPA Details** pagelet displays.
- 14. Select the **X** to return to the **View Grades** page.
- 15. The **View Grades** page displays.
- 16. Select the **Cumulative GPA** link.
- 17. The **Cumulative GPA Details** pagelet displays.
- 18. Select the **X** to return to the **View Grades** page.

## Process complete.

Please get in touch with your college if you require immediate assistance with ctcLink. Check out the contact information and highlights for each community and technical college.