Advisor Guide to Accessing Grade Checks

Step 1: Log into ULink

Step 2: Click on the “Students” tab

Step 3: Click on the “Attendance and Grade Check” link

Step 4: Choose “Freshmen and Sophomores”

Step 5: Search for a student’s name or click on the student’s name in your “My Assigned Students” list

Step 6: Once you selected a student, click the “Reports/Notes” tab

***Once you click on the “Reports/Notes” tab, you will be able to see both alerts sent to the student and progress reports provided to the student via Grades Checks and Attendance Checks. Students are reminded of Grade Checks throughout the semester; they have access to Grade Checks through ULink; and students automatically receive an email in their University email if marked as “at-risk” by their professor. Please remember Grade Checks are a progress report and not final grades.

Questions: studentretention@louisiana.edu or http://studentsuccess.louisiana.edu/gradechecks