my.fhu.edu

Go to my.fhu.edu Log in using your network username/password

How to print class lists:

- Click on the Classes tab
- Click on Schedule
- Click on Faculty Schedule
- Choose the Correct Period (2012/Fall)
- Click View Class List
- Print List

How to enter grades:

- Click on the Classes Tab
- Click Grading
- Click on Overall Grades
- Click on the Course
- Enter the appropriate grade
- Click Save
- Click Submit Midterm or Submit Final in order for the Registrar and students to view the grades

How to submit a change of grade:

- Click on the Classes Tab
- Click on Schedule
- Click on Change of Grade Form
- Log in using your network username/password
- Complete the Form
- Click Submit Form