Appendix F

Touch Tone Grade Reporting System

STEPS TO FOLLOW TO ACCESS TOUCH-TONE GRADES:

1. CALL GRADES: on campus.....**8-1645**
   local off campus.....**998-1645**
   long distance off campus.....**1-734-998-1645**
2. You will be asked to ENTER YOUR 8 DIGIT ID (IDENTIFICATION NUMBER) followed by the pound (#) key.
3. You will be asked to ENTER YOUR PERSONAL SECURITY NUMBER followed by the pound (#) key. Reenter for confirmation.

   Note: If you don't have a personal identification number, you will be asked to create one. To create a personal identification number, enter your birthdate as eight digits (two for the month, two for the day and four for the year, e.g. January 9, 1978 = 01091978). Birthdate is used for your first access to the system; for future access during this registration period you will only be asked to enter your personal identification number. If you forgot your Personal Identification Number call the Office of Registrar at (734) 764-6280.
   BE SURE TO REMEMBER YOUR NUMBER
4. You will be asked to select "1" for grades. To exit, hang up.
5. If you have been or are enrolled in more than one academic career (school or college at the University), you will be asked to SELECT A PROGRAM from the recited list by pressing the corresponding number on your telephone keypad. This step is by-passed if you have never changed careers.
6. You will be asked to SELECT A TERM from the recited list by pressing the corresponding number on your telephone keypad. When more than 8 terms have available grades, pressing 9 will retrieve additional terms. This step is by-passed if you have only been enrolled for a single term.
7. You will be asked to enter the four-digit year.
8. Listen to your grades.
9. After your grades are read, follow the instructions to do any of the following:
   - Listen to your grades again,
   - Select and hear grades for another term within the program,
   - Select another program, if there are more available,
   - Exit the system.

WHAT YOU WILL HEAR

1. Course information, which includes: Subject name, catalog number, hours elected, and grade received in the course.
2. Term information, which includes: Credit earned toward program and term grade point average for the selected term.
3. Program information, which includes: Cumulative credit earned toward program and cumulative grade point average for the school or college in which you are enrolled.

GENERAL INFORMATION

Grades are available for students enrolled on the Ann Arbor campus.

All grades stored in the Grades System will be available using the Touch-Tone Grade Reporting System.

Grades for a current term will be available to the Touch-Tone System as they are entered in the computer system at the end of the term.

Letter grades are read as 'A+' through 'E'.

Courses elected Pass/Fail are reported as 'Pass' or 'Fail'.

Non-letter (translated) grades are reported as they are defined in the Official Transcript Guide: 'EX' = Excellent, 'GD' = Good, 'PS' = Pass, 'LP' = Low Pass, 'P' = Pass, 'F' = Fail, 'CR' = Credit, 'NC' = No Credit, 'S' = Satisfactory, 'U' = Unsatisfactory, 'M' = Marginal, 'I' = Incomplete, 'ED' = Unofficial Drop, 'Q' = Grade Pending Official Election, 'NR' = No Grade Reported, '##' or 'blank' = Instructor has not submitted grade, 'X' = Absent from exam, 'Y' = Course Extends Beyond Term, 'VI' = Visit, 'W' = Withdrew.

If you have questions regarding the Touch-Tone Grade Reporting System, please call the Registrar's Office at (734) 763-5174 for information and assistance.

Information On Honors Convocation
http://www.umich.edu/~regoff/

Angell Scholar: Students who earn all A+, A, A- grades for two consecutive terms based on a minimum of 14 credits earned each term; 12 of the 14 must be graded credits. All other grades must be P, S, or CR.
Recipients of this honor are invited to the Honors Convocation.

University Honors: Students who earn a minimum of 14 credits in courses, which include 12 credits elected on a graded basis (A thru E), and earn a 3.5 grade point average.
Students who receive this honor two consecutive terms will be invited to attend the Honors Convocation.

Branstrom Award: Students in the top 5% of the freshman class who have earned at least 14 graded credits at Michigan.
Students who receive this honor will be invited to attend the Honors Convocation.