CHANGE THE GRADING BASIS

UNIVERSITY OF MINNESOTA
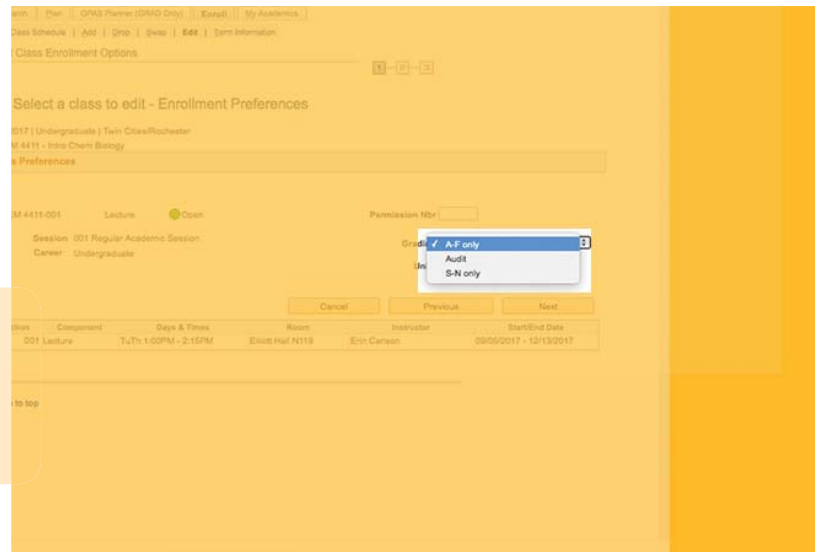Driven to Discover℠

1. Log into **MyU**.
2. Select the **My Academics** tab, then the **Registration** sub-tab.
3. Click on **Register button**.
4. Select the **edit** tab.
5. In the "Classes you are allowed to edit" section, choose the class you would like to change, then click **"Proceed to Step 2 of 3."**

6. If you are allowed to change the grading basis, a drop-down menu will appear for you to select the grading option you would like.

7. Click **Next**.
8. Review your selection. If correct, click **Finish Editing**.

9. View the results of your request; a green checkmark indicates the change was successful.

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