

## STUDENT GRADES

PLEASE NOTE: GRADE REPORTS WILL NO LONGER BE SENT TO STUDENTS. YOU WILL NOW BE ABLE TO VIEW YOUR GRADES ONLINE

**\*\*GRADES WILL NOT BE AVAILABLE ONLINE UNTIL YOU RECEIVE A CONFIRMATION EMAIL AFTER GRADES HAVE BEEN POSTED\*\***

### HOW TO VIEW YOUR GRADES ONLINE

**Getting started:** Please go to [www.viterbo.edu/ocusernames](http://www.viterbo.edu/ocusernames)

1. Read the directions on how to obtain your username and password then click on "Find User Name" (your username and password were also emailed to your preferred email address after you registered for your classes)
2. Once you have obtained your user name and password, please go to [www.viterbo.edu](http://www.viterbo.edu)
3. Click on the "MYVU" link at the top of the page.
4. Click on the "VitNet" icon at the top right of the page.
5. Click on "Log in"
6. Enter your username and password and then click on "Submit"
7. Click on "Students"
8. Under Academic Profile click on "Grades"
9. Then, choose a course, and click on "Submit"
10. If the class is graded, the grade will appear under "final grade"

If you need any technical support, please contact Viterbo's help desk at [www.helpdesk@viterbo.edu](mailto:www.helpdesk@viterbo.edu)