1. Click **Current Course Information** from the **Faculty Tools** box under the **Faculty** tab in Treehouse.
   a. If you are not logged in, this will prompt you to login and take you to step 2.
   b. If you are logged in, you most likely will be taken to step 3 directly.

2. Click **Your Course Information** from the Faculty and Advisors menu.

3. Click **Final Grades** from the Faculty > Your Course Information menu.

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4. Select the term to grade from the *Select a Term* drop-down.

5. Lastly, select the class to grade from the *CRN* drop-down and click *Submit*.

This will take you to final grade submission page, instructions for how to submit final grades are available on the registrar's website: