

Collegiate Course Evaluation Process

Course Evaluation Open Time Period and Schedule

In an effort to standardize the course evaluation open window period across the College of Dentistry, the same schedule will be applied to each course.

Course evaluations will be open for a total of **14 days** around the official course end date. The evaluations will open the week before (on Thursday) the course ends and remain open until Saturday after the course end date. Specifically, the following will occur:

Week Before Course Ends: (Sunday)	Course evaluations open. Students and Instructors receive email notification that the evaluation is open
(Thursday)	First reminder notification sent for those students who have <u>not</u> completed evaluation
Week That Course Ends: (Mon, Fri)	Second and third reminder notification sent for those students who have <u>not</u> completed evaluation
After Course Ends: (Saturday)	Course evaluations close

April						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

Example:

Course ends sometime week of Apr 22nd – 26th

Evaluations open Sunday, Apr 14th and end Sat. Apr 27th

Email notifications occur every four days in the 14 day window

Faculty Evaluation Reports

Individual faculty evaluation reports will become available online after grades have been submitted to the College of Dentistry Registrar. Go to uiowa.aefis.net/ to see evaluation reports.