

FAQ – Students

1. Why should I complete my course evaluations?

Your feedback is vital to identifying strengths and potential areas of improvement of faculty instruction. Your course evaluations allow faculty and university administration to learn about the classroom experience. The university is required by the Southern Association of Colleges and Schools (SACS), UofL's accrediting body, to administer course evaluations as an indirect assessment of student learning.

2. What is Priority Grade Access and how does it work?

Students who complete their course evaluations will be granted "priority access" to view their semester grades as soon as they are posted in PeopleSoft. Students who take no action (i.e. do not complete all of their evaluations or do not digitally opt-out of each evaluation) will not be able to access their final grades or transcripts (both official and unofficial) until 48 hours after the last scheduled university final.

3. Will my academic advisor be able to view my grades for advising purposes?

Yes, academic advisors will continue to have access to all student grades and transcripts for advising purposes.

4. How do I access my course evaluations?

Students are able to access their evaluations by:

- clicking the link in the email invitation sent to their university email account and using their ULINK username and password to log in
OR
- accessing their course evaluation(s) through Blackboard under the 'My Course Evaluations' block
OR
- logging into the course evaluation portal at www.yourwordisheard.com using your ULINK username and password.

5. When are evaluations open?

The majority of evaluations open on November 16 and close on December 16 (actual dates may vary across academic units).

6. Are evaluations confidential?

Yes, faculty are provided summary reports only after final grades have been submitted. Summary reports **DO NOT** include any identifying student information ever. Any comments provided are included as submitted. Results (including comments) from courses with enrollment of less than 5 students are only included at the overall departmental level.

7. When can my professor review the course evaluation results?

Faculty are provided summary reports only after final grades have been submitted.

8. I keep getting reminders. Can I make them stop?

Reminders are programmed into the online course evaluation system and will stop once you submit (or opt-out of) all your evaluations.

9. What happens if I miss the deadline?

Evaluations cannot be completed after the deadline.

10. I don't see evaluations for all of my courses. What can I do?

Please email the Office of Institutional Research and Planning at irsurvey@louisville.edu and indicate any course for which you have no evaluation.

11. Oops, I think I submitted the wrong evaluation for my professor! What can I do?

Please email the Office of Institutional Research and Planning at irsurvey@louisville.edu and indicate the issue along with the course. Your evaluation for that course will be reset, and you will need to complete it again.

12. I can log into the evaluation portal, but I can't get the evaluation screen to come up. What should I do?

Try using a different browser. The course evaluations system works well on Mozilla Firefox, Safari, Google Chrome, and Internet Explorer.

13. I still have questions. Can I get some help?

Yes, email the Office of Institutional Research and Planning at irsurvey@louisville.edu with any questions or concerns.