PARENTS: HOW TO GET YOUR STUDENTS’ GRADES

Every student can get his or her grades from Green River online. Parents can do it too, if the student agrees. Because of US laws, the college cannot give this information to you directly unless your son or daughter agrees. Ask him or her for his or her student ID number and PIN (password), and then you can look up the grades yourselves.

1. **Get the ID numbers** – Ask your student for his or her student ID number and student PIN.
   - a. The student ID number will be nine digits, the first four being: 8449_ _ _ _
   - b. The student PIN (password) will be six digits: _ _ _ _ _ _

2. **Click on the Green River website** – [https://www.greenriver.edu/Register/waci002.html](https://www.greenriver.edu/Register/waci002.html). It will look like this below:

   Green River Community College

   **Unofficial Transcript Inquiry**

   Student ID: [ ]  Student PIN: [ ]

   **Get My Transcript**

   **Back to Main Menu**

   *Forgot your PIN?* Call (253) 833-9111, ext. 2500 to have your PIN reset.

3. **Get the grades** – Type in the Student ID and Student PIN, and click **Get My Transcript**.

4. **Need help?** – Email [international@greenriver.edu](mailto:international@greenriver.edu) and someone will help you.

When are grades posted? – Grades are usually posted about one week after the end of classes. Accordingly, approximate posting dates would be as follows (they vary a little each year):

<table>
<thead>
<tr>
<th>Quarter</th>
<th>Date</th>
<th>Quarter</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Quarter</td>
<td>December 15</td>
<td>Spring Quarter</td>
<td>June 20</td>
</tr>
<tr>
<td>Winter Quarter</td>
<td>March 30</td>
<td>Summer Quarter</td>
<td>August 20</td>
</tr>
</tbody>
</table>