Self-Service can be accessed directly from this link:

https://selfservice.worcester.edu:8170/Student/Account/Login

Or from WebAdvisor. Choose the Self-Service for Faculty (Rosters, Grading) link.

This will take you to the Self-Service login screen. Use your WSU credentials to log in. (Be sure to log out when you are done.)
Choose the Faculty link from the landing page.

You are now on the Faculty Overview page. Here your classes for the current and upcoming semesters will be listed. Click on a class title to access the roster, grading, attendance, waitlisted students, faculty consent and requisite waivers for that class.
Grading

The first tab shows the roster and the previously entered grades. Choose the Final Grade tab to enter grades. Early Warnings and Failure Warnings are maintained in Starfish; the tabs are shown for reference only.

Use the Grade Dropdown box to select grades for each student. If you enter an Incomplete (“I” grade), please use 12/30/25 as the Expiration Date. Selecting a Grade saves it to the database; there is no Submit button. You can print the web page for a copy for your records or view the submitted grades on the Overview page.
Final Grade options:

Select Grade

A
A-
B+
B
B-
C+
C
C-
D+
D
D-
E
F
I