GradesFirst at Minnesota West

**All Students:**

Minnesota West uses a retention tool called GradesFirst. GradesFirst correspondence will come in the form of a text and email. GradesFirst provides students access to instructor progress reports or alerts, midterms, schedules, and tutoring requests. GradesFirst does not replace D2L/Brightspace where pertinent class content is housed. If you are at risk for failing a course or “not making the grade” you will receive messages from instructors and advisors. **This contact is made to reach out and help you.** Minnesota West wants to assist in your success so please make every effort to respond to your instructors and advisors. For info, go to [http://www.mnwest.edu/index.php/academics/gradesfirst](http://www.mnwest.edu/index.php/academics/gradesfirst).

**Text Message:** The GradesFirst text message will come from the number, **915-52**.

**How to Activate Your GradesFirst Account:**

Students enrolled in classes at Minnesota West Community & Technical College can activate their GradesFirst Account once they have received the No-Reply email from GradesFirst. In addition, students can accept a Facebook invite to add the GradesFirst application to their Facebook account. If you have not activated your GradesFirst account, please check your email inbox (also check Junk Mail folder) from your Minnesota West Student Email account. After you open your **No Reply** email from GradesFirst, go to the website provided which will activate your GradesFirst Student Account. As soon as that happens, there will be another follow-up GradesFirst email providing your login and default password. The system will also request you to change your default password, so please do so.

Your password can be changed by clicking on **User Setting** found on the top right corner of your **GradesFirst** home page. Your password needs to be 8 characters.

**A GradesFirst Student Guide is posted on our College website under Current Students > Do It Online > GradesFirst.**

Please do not reply to this message as it comes from an administrative mailbox (see body of email for contact information if you have questions).