THE CITY UNIVERSITY
OF NEW YORK

College of
Staten Island

Course Evaluation Custom Reports

By signing into the course evaluation website, *https://csi.mce.cc/* you can access your results. The username is your full FLAS email address and FLAS password. Once logged in, follow the instructions below to see the results.

Student Evaluation of Faculty Report

A. Tab - Make sure you are in MyClassEvaluation Results tab (shown at the top of the screen)

B. Choose Viewing/Printing Option - In the far right of the black bar, under "Viewing/Printing Options" select "Custom Reports"

C. Choose a semester – On the "Custom Report" screen, click on the desired semester

D. To see the report– click on your name

E. To access your student comments return to the MyClassEvaluation Results tab, hover over "View/Printing Options" and click on "View Graphs/Comments." Scroll to the bottom of the page to view the comments for your course.

F. "Log Out" and close your browser or browser app

Note: In order to protect the anonymity of students, independent study courses are not evaluated.