

CEI (students)

What is the CEI?

Course Evaluation Instrument (CEI) is the end of semester course evaluation. It is an opportunity for you to give feedback on the course, instructor and online learning environment.

*The CEI survey is **mandatory**.*

How will you complete the CEI online?

CEIs are administered the week before the finals.

- You will receive an email to your Suffolk email address detailing how to access the CEI and providing you with the date and the logon credentials (password).
- On the specific date, a link will appear on your course homepage, under **Announcement**. (This will be the link to access the CEI).
- Enter the password given to you via email
- The CEI will be available ALL DAY. What does this mean for you? It means, you can complete the CEI at your convenience from 12:00AM to 11:45PM (EST).
- Complete and submit the survey.

We value your feedback and encourage you to log on and submit the CEI each semester.

How is the CEI used?

- Professors use the feedback to make changes in their course(s)
- Departments Chairs use it to evaluate faculty for tenure and promotion
- Students use the evaluation to select courses