College of Charleston online Course-Instructor Evaluations

Instructions for Students

There are multiple ways to enter the online Course-Instructor Evaluation system. Options are:

1. Click on the link in the invitation or reminder e-mail message sent to your Edisto account.
2. Log into MyCharleston, go to the Academic Services tab, find the Course-Instructor Evaluations channel and click on the evaluation link there.
3. Open a web browser and type coursereview.cofc.edu.

In options 1 and 2, you will see a login screen, as above. Use your COUGARS username and password, the same combination you use to log into MyCharleston or campus computers.
Once you have logged into our Course-Instructor Evaluation system, you will see the following personalized dashboard:

Please scroll down to your list of courses and verify that it is correct. Independent enrollment courses, like independent studies, internships, and bachelor’s essays, will not be evaluated and should not appear on your list. If there are any problems with your course list, contact courserview@cofc.edu.
To evaluate a course, click on the “Select” link next to the course name. You will see the beginning of that evaluation.
To save your answers and move to the next screen of the evaluation, just click the “Next” button at the bottom of the page. If you are unable to complete a survey in one session, you may save your incomplete responses by clicking the “Save and Exit” button.
Please note that there are course-specific questions and instructor-specific questions. The instructor-specific questions are labeled with your professor’s name. If your course is team-taught, then the instructor specific questions will be asked twice, once for each instructor, as illustrated here. If there are any errors in your course instructor assignments, please contact coursereview@cofc.edu prior to working on the Course-Instructor Evaluation for that course.
When you have completed the Course-Instructor Evaluation, you will see a summary screen for that course. Review your responses on this screen. You may use the blue hyperlinked headings on this summary page or the “Back” button to return to the form to change any response. When you are satisfied with all of your responses for that course, click “Submit”. We will not receive your responses unless you click submit. Once you have clicked submit, you can no longer edit your responses.
When you submit an evaluation for a course, you will be returned to your dashboard. Click “Select” to begin evaluating any remaining course. Or, click “Logout” to exit the system. You may return later to complete any evaluations that you have not yet submitted.

Course-Instructor Evaluations will be available online around the last three weeks of class in the fall and spring semester. Summer Sessions will follow a timeframe appropriate to each session. You will continue to receive reminders in your CofC email account until you have completed and submitted all of your Course-Instructor Evaluations or until the evaluation period ends.

If you have problems logging in, contact helpdesk@cofc.edu. If you have any other problems with the Course-Instructor Evaluation system, contact courserview@cofc.edu.