



CHANGE OF GRADE FORM

(To be used to change FINAL letter grades)

INSTRUCTOR:	
STUDENT'S NAME:	
COURSE NAME:	COURSE OFFERING:
QUARTER START DATE:	TODAY'S DATE:
<u>LETTER</u> GRADE CHANGED FROM:	<u>LETTER</u> GRADE CHANGED TO:

REASON FOR CHANGE:

INSTRUCTOR'S SIGNATURE: _____

ACADEMIC OFFICE USE ONLY

Dean of Academics:	_____
Processed by:	_____
Signature:	_____
Date:	_____
Comments:	_____