



Change of Grade Form (UG)

Student ID	Student Name	Major
Mobile #	Course Code	Term/Year

Old grade (circle):

Grade	A	A-	B+	B	B-	C+	C	C-	D+	D	F	S	U	I	IP
	95-100	90-94	86-89	83-85	80-82	76-79	73-75	70-72	66-69	60-65	0-59				
Value In Number															

New grade (circle):

Grade	A	A-	B+	B	B-	C+	C	C-	D+	D	F	S	U	I	IP
	95-100	90-94	86-89	83-85	80-82	76-79	73-75	70-72	66-69	60-65	0-59				
Value In Number															

Instructor's signature : _____ Date: _____

PROVIDE A BRIEF BUT CONCISE JUSTIFICATION FOR THE GRADE CHANGE:

Chair's signature : _____ Date: _____

Dean's signature : _____ Date: _____

Provost's signature : _____ Date: _____

Please submit this form along with the completed signatures to the Department of Registrar.

Registrar's Signature: _____ Date: _____

Department of Registrar