Grade Report Request

Student ID: ___________________________  Today’s Date: ___________________

Student Name:  ____________________________________________________________
  First    MI    Last

DOB: ______/_______/_________

I am requesting a Grade Report for the following:

☐ Mid-term grades  ☐ Final grades

For the following semester/term: _____________________________________________

YOUR SIGNATURE REQUIRED: ______________________________________________

Contact phone number: ___________________________  ☐ cell  ☐ home

E-mail address:  ____________________________________________

☐ Hold for pick-up

☐ Mail grade report to:  _______________________________________________
  _______________________________________________
  _______________________________________________

Revised 02/03/09