



GRADE CHANGE FORM

Today's Date: _____

Instructor: _____
(Print Name Legibly, Please)

The following student's grade needs to be changed:

Student Name: _____

Student ID: _____

Course Title: _____

Course # & Section: _____

Semester/Year Course Taken: _____

Grade now Submitted: _____

Instructor Signature: _____

*** Explanation of Grade Change: _____

(Registrar's Use Only)

Date Entered into SAU Tech Computer System: _____
(Date)

Entered Officially By: _____
(Signature)

***** MUST BE COMPLETED FOR GRADE TO BE CHANGED
SAU-Tech...We put YOU first!**