



Mail Form To:
 Student Records
 P.O. Box 19000
 Portland, OR 97280-0990

Grade Change Request

Student Records
 Phone: 971-722-7100
 Fax: 971-722-7135

For details on the grade change process, please review Grading Standards at
<http://www.pcc.edu/resources/academic/standards-practices/>.

Fill out all fields below. Grade changes can only be made within one year of a course concluding.

First Name _____	Last Name _____	Student ID # _____
Year & Term Course Taken _____	CRN _____	Subject/Number _____
Course Title _____	New Grade _____ <small>Note: refer to student's selected grading option before entering a final grade.</small>	
Instructor Signature _____	Date _____	

Date Entered by Student Records _____



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