GRADE CHANGE REQUEST

Term of Course: ________________

Course Number: ____________________  Section Number: ______

Course Title: ________________________________________________________________________________

<table>
<thead>
<tr>
<th>Grade</th>
<th>Student’s Last Name</th>
<th>First Name</th>
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We have received your request to make a grade change for the student named above. By vote of the Yale College faculty, a grade once submitted to the Registrar by the instructor of a course may not be changed except by vote of the Yale College Committee on Honors and Academic Standing, unless it is the result of a clerical error or miscomputation. (YALE COLLEGE PROGRAMS OF STUDY, Chapter II, Academic Regulations, “General Regulations Concerning Grades and Transcripts”).

Grades must conform to Undergraduate designations (e.g., A, A-, B+, B, B-, C+, C, C-, d+, D, D-, F). Temporary Incompletes and ABXs can only be assigned by the student’s Residential College Dean.

Reason for Grade Change:

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

Professor’s Name (Print) ___________________________________________  Professor’s Signature ___________________________________________

Date: _____________________________

Send completed form to the Office of the Registrar: 246 Church St., 3rd Floor, New Haven, CT 06510.

For Office Use Only
Grade Change Processed by Registrar: Date: _________________  Initials: __________