

IOWA STATE UNIVERSITY

Grade Report to the Registrar

Office of the Registrar

Records Area

214 Enrollment Services Center

515-294-1840

Use this form for resolving the following:

Incompletes (I grades)

Corrections

Non-reports (late grades)

Other (disputed or discrepancy)

Circle appropriate grade - >

A B C D F I S + -

Student's Name (Last, First, Middle) _____

University ID Number _____

Dept. _____

Course _____

Section _____

Credit _____

Check one of the following and provide the appropriate information:

I. Resolves I reported: Term _____ Year _____

II. Corrects grade reported: Term _____ Year _____

Reason for grade change: _____

III. Late grade reported: Term _____ Year _____

IV. Other _____

Instructor's Name (Please Print) _____

Signature of Instructor _____

Date _____

Signature of Department Chair _____

Date _____

Return this form with signatures to:

Office of the Registrar

214 Enrollment Services Center