

Grade Change Petition

_____ Student's Last Name	_____ First Name	_____ M.I.	_____ Lamar Student I.D. #
_____ Course Prefix	_____ Course #	_____ Section #	_____ Semester/Session & Year
Original Grade Assigned: _____		Changed to: _____	Date Initiated: _____
Was original grade issued by Records due to missing grade deadline? _____		If yes, neither Dean's nor SrAP's signature is required. Send to Records. (Goes to dean if chair is instructor.)	
Grade of "F" Needs Last Attendance Date: _____			
Reason for Change: _____			
_____ Instructor Signature	_____ Department Chair Signature	_____ Dean/Director of College Readiness Signature	_____ Senior Associate Provost Signature (Except for Changes from Incompletes)

With few exceptions, you have the right to request, receive, review and correct information about yourself collected using this form.

03/24/2014 v2.1

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