

PSD Global Academy

Repeated Class Grade Change

***** IMPORTANT----PLEASE NOTE-----*****

**This waiver may only be used for courses offered through Poudre School District.
You may only replace a grade on the identical class.**

Name _____
(please print)

Student ID# _____

I have repeated a course in which I had received a grade of D or F. Please revise my high school transcript to replace the original grade with a "W" (withdrawal). I understand the course title and the grade of "W" must stay on my transcript for record keeping purposes, but that my GPA will be updated. The repeated course and the new grade will also show on my transcript.

Student Signature

Parent Signature

ORIGINAL GRADE: _____

Class Title: _____

Originally Taken School Year: _____ - _____ / Semester: _____ (1st or 2nd)

REPEATED GRADE: _____

Class Title: _____

Repeated During School Year: _____ - _____ / Semester: _____ (1st or 2nd)

This request is approved by

Counselor Signature

Date