

Goshen County School District #1 – Historical Grade Modification Form

Requesting Modification to Historical Grade:				
Reason For Grade Change: (CHECK 1 REASON BELOW)				
☐ Extended Time ☐ Extended Time for 504 or Homebound Instruction ☐ Credit Recovery Course ☐ Other (Explain): _____				
Section Information-Which grades are being modified?				
School Name:		Course Name:		Year of historical grade:
Teacher of Record:		Section Number:		Term: ☐ S1 ☐ S2 ☐ Q1 ☐ Q2 ☐ Q3 ☐ Q4
Grade being changed in this section:				
Indicate below which student's grade should be changed OR check this box if all grades for the section need restored : ☐				
Student Number:	Student Name:	Student Home School:	Student Grade Level:	Historical Grade: %: _____ Letter: _____ New Grade: %: _____ Letter: _____ *Summer School or Credit Recovery grades should be a 70% (C)

☐ Teacher of Record: **Be sure to change the grade in the grade book prior to signing this form.**

☐ Signatures: Sign and Date

Teacher Requesting Grade Change: _____ Date: _____

Teacher of Record OR Dept. Head : _____ Date: _____

Counselors and principals:

Do NOT sign unless you have verified that the grade has been changed in PowerSchool by the teacher of record.

Counselor: _____ Date: _____

Principal: _____ Date: _____

Please send the completed form to the Information Specialist at Central.