



Registrar's Office
C.B. Hedgcock, Room 2202
1401 Presque Isle Avenue
Marquette, Michigan 49855
Phone: (906) 227-2278
Fax: (906) 227-2231
Email: records@nmu.edu

Change of Grade Form

Registrar:

I would like to correct an error in the grade of the following student:

NAME: _____
Last First Middle Initial

NMU IN: _____

FOR: _____
Course ID Number Course Title

Credit Hours Semester & Year

Change from the grade of _____ * to _____ because of the following reason:

Print Name of Instructor

Signature of Instructor

Date

Signature of Department Head*

Date

Signature of Dean*

Date

**If used for changing an I, X, R or MG grade, only the instructor's signature is required.*

For Office Use Below:

Grade Change Processed

Date Processed

Processor Initials