

BROWNSBORO HIGH SCHOOL

Grade Change Form

Student Name: _____

Class: _____

Change grade from: _____ to _____

Explanation for grade change: _____

Teacher Signature: _____

Date: _____

NOTE: After a grading period has ended, changing a grade will restore eligibility only under two circumstances:

1. There was a mechanical error in averaging or recording the original grade
2. The teacher's grading procedure violated either local policy, state law, or State board of Education rule and the student would have received a passing grade if the correct procedure had been followed.