



## REQUEST FOR FINAL GRADE REPORT

I am requesting to have the Registrar's Office mail a hard copy of my semester grades to my parents/guardians at the following address:

Parent/Guardian Name(s): \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

The grade report will be mailed within 2 weeks after the end of the semester. A separate request must be submitted for each semester in which you request to have the grades mailed.

Student Name (print): \_\_\_\_\_

ID#: \_\_\_\_\_

Student Signature: \_\_\_\_\_

Date: \_\_\_\_\_