



Grade Change Request

Submit to Director of Records

Email: Lindsey.Holzman@ChattahoocheeTech.edu

Step 1: Student Information

Student Name:	<u>Lucas</u>	<u>Reclat-Begin</u>
	First	M.I. Last
Student ID# / Social Security #:	<u>SID# 900446408</u>	
Is the student in the College Credit Now program?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
*CCN students are high school students dually enrolled at Chattahoochee Technical College.		

Step 2: Course Information

Term Course Taken:	<u> </u> Summer	<u> </u> Fall	<u>X</u> Spring	<u>2018</u> Year
Course Reference Number (CRN)	Course Prefix (ex: MATH, ENGL)	Course Number (ex: 1101, 1111)		
<u>40704</u>	<u>POLS</u>	<u>1102</u>		

Step 3: New Grade Information

Reason for changing grade:	<u>✓</u> Entry Error	<u> </u> Grade Computation Error
	<u> </u> Administrative Change	<u> </u> Incomplete Grade Resolved
Previous Grade	Corrected Grade	
<u>B</u>	<u>F</u>	

Instructor's Signature: 

Date: 5/09/2018

Division Chair /Associate Dean/ Dean Signature: _____

Date: _____



Chattahoochee
TECHNICAL COLLEGE

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Step 1: Student Information

Student Name:	<u>Michael</u>	<u>Sculley</u>
	First	Last
Student ID# / Social Security #:	<u>SID # 900456784</u>	
Is the student in the College Credit Now program?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
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Step 2: Course Information

Term Course Taken:	<u> </u> Summer	<u> </u> Fall	<input checked="" type="checkbox"/> Spring	<u>2018</u> Year
Course Reference Number (CRN)	Course Prefix (ex: MATH, ENGL)	Course Number (ex: 1101, 1111)		
<u>40704</u>	<u>POL8</u>	<u>1101</u>		

Step 3: New Grade Information

Reason for changing grade:	<input checked="" type="checkbox"/> Entry Error	<u> </u> Grade Computation Error
	<u> </u> Administrative Change	<u> </u> Incomplete Grade Resolved
Previous Grade	Corrected Grade	
<u>A</u>	<u>F</u>	

Instructor's Signature: 

Date: 5/09/2018

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Step 1: Student Information

Student Name:	<u>Thomas</u>	<u>Waddell</u>
	First	M.I. Last
Student ID# / Social Security #:	<u>SID # 900456004</u>	
Is the student in the College Credit Now program?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
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Step 2: Course Information

Term Course Taken:	<u> </u> Summer	<u> </u> Fall	<u>X</u> Spring	<u>2018</u> Year
Course Reference Number (CRN)	Course Prefix (ex: MATH, ENGL)	Course Number (ex: 1101, 1111)		
<u>40704</u>	<u>POLS</u>	<u>1101</u>		

Step 3: New Grade Information

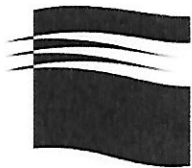
Reason for changing grade:	<input checked="" type="checkbox"/> Entry Error	<u> </u> Grade Computation Error
	<u> </u> Administrative Change	<u> </u> Incomplete Grade Resolved
Previous Grade	Corrected Grade	
<u>C</u>	<u>F</u>	

Instructor's Signature: 

Date: 5/09/2018

Division Chair /Associate Dean/ Dean Signature: _____

Date: _____



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Step 1: Student Information

Student Name:	<u>Jackson</u>	<u>Williams</u>
	First	Last
Student ID# / Social Security #:	<u>900431070</u>	
	SID #	
Is the student in the College Credit Now program?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
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Step 2: Course Information

Term Course Taken:	<u>Summer</u>	<u>Fall</u>	<u>X</u> Spring	<u>2018</u> Year
Course Reference Number (CRN)	Course Prefix (ex: MATH, ENGL)	Course Number (ex: 1101, 1111)		
<u>40704</u>	<u>POLS</u>	<u>1101</u>		

Step 3: New Grade Information

Reason for changing grade:	<input checked="" type="checkbox"/> Entry Error	<input type="checkbox"/> Grade Computation Error
	<input type="checkbox"/> Administrative Change	<input type="checkbox"/> Incomplete Grade Resolved
Previous Grade	Corrected Grade	
<u>B</u>	<u>A</u>	

Instructor's Signature: [Signature]

Date: 5/09/2018

Division Chair /Associate Dean/ Dean Signature: _____

Date: _____



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Step 1: Student Information

Student Name:	<u>Maya</u>	<u>Wilson</u>
	First	Last
Student ID# / Social Security #:	<u>SID # 900443578</u>	
Is the student in the College Credit Now program?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
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Step 2: Course Information

Term Course Taken:	<u>Summer</u>	<u>Fall</u>	<u>X</u> <u>Spring</u>	<u>2018</u> Year
Course Reference Number (CRN)	Course Prefix (ex: MATH, ENGL)	Course Number (ex: 1101, 1111)		
<u>40704</u>	<u>POLS</u>	<u>1101</u>		

Step 3: New Grade Information

Reason for changing grade:	<input checked="" type="checkbox"/> Entry Error	<input type="checkbox"/> Grade Computation Error
	<input type="checkbox"/> Administrative Change	<input type="checkbox"/> Incomplete Grade Resolved
Previous Grade	Corrected Grade	
<u>D</u>	<u>C</u>	

Instructor's Signature: Kewlyn

Date: 5/09/2018

Division Chair /Associate Dean/ Dean Signature: _____

Date: _____



Submit to Director of Records

Email: Lindsey.Holzman@ChattahoocheeTech.edu

Student Name: Jordan Allen

Student ID# / Social Security #: SID# 900424194

Is the student in the College Credit Now program? ☐ Yes ☒ No

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Term Course Taken: Summer Fall ~~Spring~~ 2018 Year

Course Reference Number
(CRN)

Course Prefix
(ex: MATH, ENGL)

Course Number
(ex: 1101, 1111)

40704

POLS

1701

Reason for changing grade: ✓ Entry Error Grade Computation Error
 Administrative Change Incomplete Grade Resolved

Previous Grade

Corrected Grade

3

7

Instructor's Signature: Kevin Langford

Date: 5/09/2018

Division Chair /Associate Dean/ Dean Signature: _____

Date: _____



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Step 1: Student Information

Student Name:	<u>Daniel</u>	<u>Dray</u>
	First	Last
Student ID# / Social Security #:	<u>SID # 900429773</u>	
Is the student in the College Credit Now program?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
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Step 2: Course Information

Term Course Taken:	<u> </u> Summer	<u> </u> Fall	<u>X</u> Spring	<u>2018</u> Year
Course Reference Number (CRN)	Course Prefix (ex: MATH, ENGL)	Course Number (ex: 1101, 1111)		
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Previous Grade	Corrected Grade	
<u>B</u>	<u>F</u>	

Instructor's Signature:

Date: 5/09/2018

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Date: _____



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Step 1: Student Information

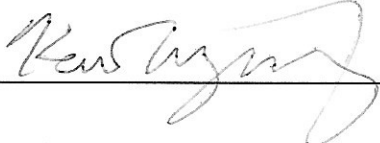
Student Name:	<u>Jake</u>	<u>Thomason</u>
	First	Last
Student ID# / Social Security #:	<u>SID# 900447942</u>	
Is the student in the College Credit Now program?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
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Date: 5/09/2018

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