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Office of Registration and Records
110 Administration Building
Bowling Green, Ohio 43403-0130
(419) 372-8441
Fax: (419) 372-7977
Registrar@bgsu.edu

LAST DATE OF ATTENDANCE CERTIFICATION

It is important to report grades accurately for students who ceased attending or never attended classes. Not reporting grades according to academic policy could affect BGSU's compliance with Title IV regulations and its continued eligibility for federal student aid programs. Please complete the following form in conjunction with the submission of final grades via Faculty Center.

For your reference, the grading policies may be found at:
http://www.bgsu.edu/catalog/Acad_policies/Acad_policies15.html (Undergraduates)
http://www.bgsu.edu/downloads/gradcol/file53276.pdf (Graduate Students)

Student Name _____

Student BGSU ID _____

Subject/Course Number _____

Term _____

Last Date of Attendance
☐ Before Midterm
☐ After Mid Term
☐ Never Attended

_____ Date

Instructor Signature _____

Printed Instructor Name _____

Date _____

Please return Completed and Signed form to:
Office of Registration and Records
110 Administration Building