



BOWLING GREEN STATE UNIVERSITY
Graduate College

GRADE REPLACEMENT REQUEST FORM

First name: FIRST NAME HERE Last name: LAST NAME HERE BGSU ID: 1234567890

Program: STUDENT PROGRAM HERE Planned graduation date: December 2019

Course subject and catalog number (ex: BIOL 5000): SUBJECT AND CATALOG NUMBER

Original course grade: F Course title: COURSE TITLE HERE

Original course instructor: INSTRUCTOR HERE Retake course instructor: INSTRUCTOR HERE

Original course term/year: FALL 2017 Retake course term/year: SPRING 2018

Grade Replacement Policy: *Policy linked here*

By filling out this form, I am indicating that I have read the Grade Replacement Policy (see above link). Although the original grade will be visible on my transcript, I am requesting to have the credit hours and quality points for the retake registration used in computing my cumulative grade point average. The new grade will replace the old grade, regardless of the new grade received.

Graduate Program Coordinator Approval: *Graduate Coordinator Signature Here*

The approval of the Graduate Program Coordinator indicates that all program policies have been met.

Graduate College Approval: *Graduate College Signature Here*

The approval of the Graduate College indicates that this request can be sent to Registration and Records.
