

136 Clinton Point Drive, Plattsburgh, New York 12901 (518) 562-4200 Fax: (518) 562-4118 www.clinton.edu

MATH GRADE CHANGE REQUEST FORM

STUDENT NAME: _____ STUDENT ID #: _____

PROGRAM OF STUDY: _____

PURPOSE: This section of the form is used to replace a punitive grade of F or R earned in MAT100 – Introductory Algebra with the grade earned in MAT100Q – Quantitative Literacy I or vice versa. This request should be made only after both classes have been completed.

I request the punitive grade of F or R earned in _____ during the _____ semester
(MAT100/100Q) (fall/spring/summer) (year)

be replaced by the grade earned in _____ during the _____ semester.
(MAT100/100Q) (fall/spring/summer) (year)

PURPOSE: This section of the form is used to replace a punitive grade of F earned in MAT103 – Finite Mathematics with the grade earned in MAT101Q – Quantitative Literacy II or vice versa. This request should be made only after both classes have been completed.

I request the punitive grade of F earned in _____ during the _____ semester
(MAT103/101Q) (fall/spring/summer) (year)

be replaced by the grade earned in _____ during the _____ semester.
(MAT103/101Q) (fall/spring/summer) (year)

 Student Signature Date

I have reviewed the above information and support this math grade change request.

Advisor's Signature: _____ Date: _____

Financial Aid Signature: _____ Date: _____

Math Department Chair's Signature: _____ Date: _____

Vice President Academic Affairs' Signature: _____ Date: _____

Date Processed: _____
 Processed By: _____