

DIRECTIONS: For incomplete grades (I, IP, NR, X) complete form and email directly to registrar@fredonia.edu. For other grades complete and email to the Department Chairperson, who will email approved change to registrar@fredonia.edu.

Student Name: _____ Fredonia ID#: F _ _ _ _ _

Semester	Year	Subject & Course #	Course Title

Former Grade	Date Student Met Obligation for Grade Change (Required)	New Grade

Reason: _____

Instructor Signature	Date	Dept. Chair Signature <small>(not required if former grade is an I, IP, X or NR)</small>	Date