# University of Central Asia

# Office of the Registrar

**FINAL GRADE CHANGE FORM**

|  |  |  |  |  |  |  |  |  |  |
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| **Section 1. Student Information** | | | | | | | | | |
| **Last Name:** | | | **First Name:** | | | | **UCA Student ID:** | | |
| **Major:** | | | | | | **Campus:** | | | |
| **Section 2. Grade Change Request:** | | | | | | | | | |
| **Academic Year** | **Academic Term (Fall, Spring)** | **Course Number** | | **Course Title** | | | | **Previously assigned final grade for the course** | **Revised grade** |
|  |  |  | |  | | | |  |  |
| **Reason for grade change:** | | | | | | | | | |
| **Section 3. Reviews:** | | | | | | | | | |
| **Course Instructor (please print your name)** | | | | | **Course Instructor Signature** | | | **Date** | |
|  | | | | |  | | |  | |
| **Section 4. Approval:** | | | | | | | | | |
| **Dean of Arts and Sciences (please print your names)** | | | | | **Dean of Arts and Sciences Signature** | | | **Date** | |
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