



**BOSTON  
ARCHITECTURAL  
COLLEGE**

## Grade Change Form

### Instructors Please Note Grade Change Instructions:

Instructors may change grades only during the semester following the one in which the course was taken. After that one semester, students must petition the Appeals Committee for permission to have the grade changed.

### Student Information

Student's Name: \_\_\_\_\_

Semester: \_\_\_\_\_

Instructor's Name: \_\_\_\_\_

Course Number: \_\_\_\_\_

Course Section: \_\_\_\_\_

Title of Course: \_\_\_\_\_

Credit Hours: \_\_\_\_\_

Please change grade from \_\_\_\_\_ to \_\_\_\_\_  
old grade new grade

Instructor's signature: \_\_\_\_\_ Date: \_\_\_\_\_

Please return to Registrar's office ([registrar@the-bac.edu](mailto:registrar@the-bac.edu)) as a PDF when completed.  
Thank you.