

UASH Petition for Change of Grade

Name: _____ UID: _____

Class Year: _____ Option: _____ Advisor Name: _____

Caltech Email: _____ Other Email: _____

Cell Phone: _____ On Campus Residence: _____

INSTRUCTIONS

1. Please read the [UASH Handbook](#) before writing and submitting this petition.
2. All information provided on this form is PRIVATE and will only be shared with those who have a need to know. *If you are concerned about revealing deeply personal issues in your petition or to particular UASH members, please discuss methods for handling this with the Deans.*
3. If you plan to submit medical documentation, please use the [Provider Report Form](#).
4. Your petition must be submitted to the Registrar's Office. Please check the UASH website at www.registrar.caltech.edu/uash for deadline to submit documents.

1. List the course for which you are requesting a grade change:

Course Number & Name	Term/Year Taken	Name of Instructor	Old Grade	New Grade

2. Explain why you think your grade should be changed. (Attach a separate sheet of paper if necessary)

3. Check that you have included the following with your petition:

- Explanatory form from the instructor** (or equivalent note)

Signature

Date

UASH Petition for Change of Grade
Faculty Explanatory Form

Student Name: _____ UID: _____

Course: _____ Term/Year Taken: _____

I would like to change this student's grade from _____ to _____ because*:

*required

Instructor Signature

Date