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Grade Suppression Request

Repeated course for Credit Grade Suppression is a process that replaces a previously stored failing or non-failing grade with a new stored grade on a student's transcript. This process, commonly referred to as grade suppression, may improve a student's academic standing in a course and allow him/her to demonstrate further mastery of the course's curricular content. This policy applies to courses taken in 2015-16 and thereafter.

Suppression of a grade means the suppressed grade is:

Excluded from the GPA

Excluded from the transcript

Excluded from Class Rank

Excluded from Honor Roll

Students who are repeating a course for credit and wish to have the previously earned mark replaced, must make an official declaration of their intent within the first 10 days of the course. Only one course per academic year may be taken for suppression. *Warning, the new earned final grade will be the grade of record even if the previous score was higher.

Student Name _____

Student ID Number _____ Student Grade Level: _____

Name and Level of Initial Course _____

Name and Level of Second Course _____

Student Name Printed _____ Student Signature _____ Date _____

Parent Name Printed _____ Parent Signature _____ Date _____

Academic Term of initial course _____ Final Grade _____

Academics Term of second course _____ Final Grade _____

For School Use Only

Result: Suppressed Final Grade _____ Standing Final Grade _____

Counselor Signature: _____ Date: _____

Principal Signature: _____ Date: _____

☐ Data Manager updated student's historical grades in PowerSchool.

Data Manager Signature: _____ Date: _____

Growing Possibilities...

Updated 11/2018