



Office of the Registrar
Nueta Hidatsa Sahnish College
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Phone: 701-627-8047
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GRADE CHANGE FORM

Student Name: _____ Student ID: _____

Instructors Name: _____

Students Email: _____ Phone #: _____

Course Number: _____ Course Name: _____

Original Grade Submitted: _____ Amended Grade: _____

Term: _____ Year: _____ Date: _____

Reason grade originally submitted was incorrect: Reason: _____

PROCESSING INSTRUCTIONS:

1. Fill out form
2. Print documentation
3. Attach form to documentation
4. Keep a copy of the signed form for your records
5. Submit from to the Registrar

****ORIGINAL DOCUMENT MUST BE SENT TO THE REGISTRAR'S OFFICE****

Registrar's Use Only

Date of institutional Amended Grade: _____ Signature: _____