

# Grade Point Average Update

Banner ID: \_\_\_\_\_ Name: \_\_\_\_\_ Email: \_\_\_\_\_

<b>Course Name &amp; Number</b>	<b>Semester received lower grade</b>	<b>Repeated Semester</b>
_____	_____	_____
_____	_____	_____
_____	_____	_____

Student's repeating a course may have their grade point average updated on their transcript by notifying the Student Records Office after the course has been repeated. A grade of a "W" cannot replace a grade. Although the grade point average will be updated, the original status will remain on the transcript. Student's planning to transfer to other institutions should check with the institution concerning their repeat policy.

State law requires that you be informed of the following: (1) you are entitled on request to be informed about the information that is collected about you by use of this form (with few exceptions as provided law); (2) you are entitled to receive and review the information; and (3) you are entitled to have information corrected at no charge to you

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

The Alamo Colleges District is an EOE. For any special accommodations or an alternate format, contact the Title IV Coordinator at (210) 208-8051.