

Ming Chi University of Technology Student Grade Correction Application Form

Academic Year _____ Semester _____

☐ Graduate school
 ☐ Two-Year College
 ☐ Four-Year College
 ☐ Five-Year Junior College
 Year ____ Month ____ Date ____

| | | | | | | | |
|-------------------|---|-------------|--|-----------------------|--|--|-------------------------------------|
| Name | | Student ID. | | Department (Division) | Department (Division) _____ Grade _____ Class _____ | | |
| Course Name | | | | | Document Checklist | 1. ____ copies of midterm/final examination test papers 2. ____ copied pages of grade transcripts 3. _____ | |
| Grade Distinction | <input type="radio"/> Midterm Exam <input type="radio"/> Final Exam <input type="radio"/> Semester Grade | | | | | | |
| Original Grade | | | Signature of the Applicant Requesting for Correction | | | | |
| Revised Grade | | | | | | | |
| Explanation | <input type="radio"/> 1. Calculation error <input type="radio"/> 2. Registration error <input type="radio"/> 3. Missing scores for quizzes/midterms/finals <input type="radio"/> 4. Other: _____ [Explanation]: | | Contact Person | | Teacher of the course | | Academic Council Meeting Resolution |
| | | | Chief of Registry Division | | Chair | | |
| | | | Vice Provost | | Dean | | |
| | | | Provost | | | | |
| | | | President | | | | |