



BROWNSVILLE INDEPENDENT SCHOOL DISTRICT

Grade Correction Form

Grade: _____ ID: _____ Student Name: _____

Course/Section #: _____ Course Description: _____

- Procedure:
1. Post correction in electronic grade book. (E-SCHOOL)
 2. Complete grade correction form.
 3. Sign the form and obtain signature from administrator.
 4. Submit completed form to data management clerk.

SEMESTER 1 (Fall)

1st Six Weeks (MP 1) from _____ to _____

2nd Six Weeks (MP 2) from _____ to _____

3rd Six Weeks (MP 3) from _____ to _____

Final Exam from _____ to _____

SEMESTER 2 (Spring)

4th Six Weeks (MP 4) from _____ to _____

5th Six Weeks (MP 5) from _____ to _____

6th Six Weeks (MP 6) from _____ to _____

Final Exam from _____ to _____

SEMESTER 3 (Summer)

7th Six Weeks (MP 7) from _____ to _____

Reason for Change:

Teacher Signature

Date

Administrator Signature

Date

Data Management Clerk

Date