



**KOÇ
UNIVERSITY**

CHANGE OF GRADE FORM

Student ID # _____ Semester _____

Name _____ Surname _____

C O U R S E	Code	Title	Credit

G R A D E	Changed	New	Reason for change _____ _____

Instructor's Name and Surname _____

Instructor's Signature _____

Signature Date _____

Processed by _____

Processing Date _____

Change of Grade Forms are only available for in-person pick up by faculty and staff, or via internal mail submitted directly to the faculty member.

Kindly fill out this form and hand it (or send it via internal mail) to the Registrar's Office.