

Failure or D Report

(For informational purposes only)

This form must accompany the grade roster when F or D grades are submitted to the Registrar's Office. A copy will be forwarded to the student's Commons Dean.*

Student Name: _____ ID #: _____ Class: _____

Commons: _____

Course : _____ Term: Fall Winter Spring Year: _____
(Area, number and section)

The following grade has been submitted for the above student in my course: F D

Student's numerical grade (if available) is: _____.

Was attendance poor? Yes No

If attendance was taken, please note how many absences this student had: _____

Components of the final grade in points/letter grades (where applicable):

In-class tests	_____
Laboratory	_____
Homework/problem sets	_____
Papers	_____
Discussion/participation	_____
Final exam	_____
Other (please explain)?	_____

Comments (optional):

Signature

Date

(Please also print your name if it is not legible.)

**Because F and D grades have consequences for a student's academic standing, the information provided on this form is useful to those working with students regarding their academic performance.*