

**Grade Report and Certificate of Completion Request Form**

Please fill out each of your requests/one form per student. **Fax or email by June 15, 2017.**

**Student Name**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_­­­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 First Middle Initial Last

**Address**:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Street City State Zip Code

**Level**: \_\_\_\_\_Intermediate/\_\_\_\_\_Freshman/\_\_\_\_\_Senior

**Accredited status**: \_\_\_\_\_Accredited/\_\_\_\_\_Non-Accredited

**Non-Accredited Distance Education Grade Report Request**

**(Non-accredited students ONLY!** Accredited Grade Reports and transcripts are automatically generated.)

**\_\_\_\_\_ Yes - I want a Grade Report for the 2016/2017 school year.**

I  **\_DO/ \_DO NOT** want grades with my Grade Report. (If grades are not desired, grade reports will be sent with grades marked n/a. If grades are desired, please fill in all the requested information.)

Fill in the earned grade per class for your student: History: \_\_\_\_\_\_\_\_\_ English: \_\_\_\_\_\_\_\_\_ Science: \_\_\_\_\_\_\_\_\_ Math: \_\_\_\_\_\_\_\_\_\_\_

**Certificate of Completion Request**

**\_\_\_\_\_\_ Yes - I want a Certificate of Completion for the 2016/2017 school year.**

I hereby attest the following to be true: (please check the correct choice)

\_\_\_\_\_\_1. My student has studied with Liahona for at least 28 weeks of the 32 week school year and my student has successfully completed 80% of the course work with a C average.

**OR**

\_\_\_\_\_\_2. My student has studied with Liahona for at least 28 weeks of the 32 week school year and has successfully completed the educational goals determined by us, as parents. (A letter outlining goals and achievement must be attached.)

**As the parent of the above named student, I understand I am responsible for the accuracy of my student’s grades and I hereby attest that the above information is correct and truthful.**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Parent Signature Date