

**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, 2019.**

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

First Middle Initial Last

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

Street City State Zip Code

**Level**: \_\_\_\_\_Intermediate (7/8) \_\_\_\_\_Freshman \_\_\_\_\_Sophomore \_\_\_\_\_Junior \_\_\_\_\_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 2017/2018 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 lettergrade per class, per semester for your student: History: \_\_\_\_\_ \_\_\_\_ English: \_\_\_\_\_ \_\_\_\_\_ Science: \_\_\_\_\_ \_\_\_\_ Math: \_\_\_\_\_\_ \_\_\_\_\_\_

**Certificate of Completion Request**

**\_\_\_\_\_\_ Yes - I want a Certificate of Completion for the 2017/2018 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 34-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 34-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