



Grade Improvement

EMAILED FORMS MUST BE SUBMITTED WITH YOUR MJC STUDENT EMAIL, OTHERWISE THEY WILL NOT BE PROCESSED. Submit completed form by email to MJCSeForms@mjc.edu, in-person or mail to Enrollment Services.

Students who have earned a "D", "F", or "NP" have the opportunity to repeat the course once. When a course in which a "D" grade was received is repeated, the student will receive the new grade and grade points earned, but will receive no additional units for the course. When a course in which a "F" or "NP" grade was received is repeated, the student will be given both the units and grade points earned. ***Courses in which the student has earned a "C" or better (including "P") may not be repeated for improvement of grade.***

Indicate below the course name and number, the semester and year in which you received the "D", "F", or "NP" grade and the semester and year the course was repeated.

Today's Date: _____

Student Information

First Name: _____ Middle Initial: _____ Last Name: _____

Student ID: w _____ Phone Number: _____ Date of Birth: _____
(MM/DD/YYYY)

Course Information

Course Name: _____ Semester & Year of "D", "F", "NP" Grade: FALL _____
(Example: ENGL 101, HE 110) SPRING _____
 SUMMER _____

Was this course repeated at Modesto Junior College? Yes No

If no, College Name & Course Name: _____
(Must submit official transcript or have on file)

Semester & Year Course was Repeated: FALL _____
 SPRING _____
 SUMMER _____

Please note: If you are currently enrolled in the course you are requesting grade improvement for and pass the course with a "C" or better, you will be dropped from the course prior to the start of the semester.

Student Signature: _____ Date: _____

OFFICE USE ONLY

Staff Initials: _____ Date: _____

Comments: _____