



Curriculum Department
Grade Forgiveness/Averaging Form

School: _____ School #: _____ Date: _____

Student Name: _____ Other ID: _____ DOB: _____

Directions: Complete the form for each individual grade/semester. If original course information is unknown by the teacher, the school administrator will complete the form before giving it to the database.

School*	Original Course Name	Course Number	S1/S2/YR	Original Grade/EOC Score

School*	Replacement Course Name	Course Number	S1/S2/YR	New Grade/EOC Score	Reason Code

*Indicate if school was eSchool or FLVS

Reason for Grade Forgiveness:

- A. Student remediated the course by passing the state end of course exam with an achievement level of 3 or above, or grade of 70% or higher.
- B. Student remediated the course for course completion by passing the district end of course exam with a grade of 70% or higher (middle school)
- C. Student remediated the course by satisfactorily completing the online credit recovery program (CROP) **during school day**.
- D. Student remediated the course by satisfactorily completing the online credit recovery program (CROP) **after school**.
- E. Student remediated the course in an extended school year program through CROP.
- F. Student remediated the course by repeating during the school year.
- G. Student demonstrated competence by taking a district approved summative exam, if available.

Grade Averaging

- H. Use the 1st course line to show both semester grades in the semester/year field for the original course. Use the 2nd course line to indicate the averaged grade.

Teacher/Counselor/CROP Coordinator

Administrator

For Database Use Only

Date new grade entered in Skyward: ___/___/_____

Entered by: _____

Once data is entered, please upload this form to the portfolio attachments area.