Grades Notification Form
Swarthmore College
Office of the Registrar
500 College Avenue
Swarthmore, PA 19081

Date: _______________

Dear Student,

Please print your name: __________________________________________________

ID# _________________________ GRADUATION YEAR ____________________

Use this form to request that Swarthmore College send an unofficial grade report of your grades to a parent, guardian, or someone else. Your signature is required. We also need a correct address, and if the address changes, you must re-do this form with the new, corrected address, and sign again. There is no charge for this service.

Check one:
☐ Send grades at the end of every semester I am enrolled.
☐ Send grades at the end of this one semester, specify the semester: ________________

Send grades to the following:

Recipient: ________________________________________________________________

Address: ________________________________________________________________
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________

Student signature is required: _________________________________________________

Drop off, Mail, Fax, or scan and email this completed signed form; to the address, fax # or email below.

Swarthmore College
Office of the Registrar
Parrish 124
500 College Avenue
Swarthmore, PA 19081
Fax: 610-957-6100
registrar@swarthmore.edu