ONLINE COURSE GRADE RELEASE FORM

I, _____, would like to request the grade(s)
         (Student Name, Grade, & FCS Student Number)

for the course(s) below to be posted to my official Forsyth County Schools high school transcript. *

Online School Name:		
Course Name	**Date Completed**	**Grade Received**
Online School Name:		
Course Name	**Date Completed**	**Grade Received**

Forsyth County Schools Regulation JBC (4)-R(0) states:

Students who take self-paid online courses have the option of whether or not to have the course grade and credit posted to their transcript; however, if the course(s) is to be used to satisfy prerequisite and/or graduation requirements, the course must become part of the student's official transcript unless the student plans to repeat the course.

I understand once the credit is posted on the high school transcript it cannot be removed.

I affirm the grades I am reporting are accurate and aligned with the records of the Online school.

Student Signature: _____   Date: _____

Parent/Guardian Signature: _____   Date: _____

Official course completion documentation which include the student's final course grade must be SUBMITTED TO THE FORSYTH CENTRAL COUNSELING OFFICE via email (to the School Counselor) **OR** in person from the online school as soon as the course has been completed.