



## Grade Report Form 2023-24

### Section 1: Personal Data *(to be completed by applicant)*

\_\_\_\_\_  
Last Name

\_\_\_\_\_  
First Name

\_\_\_\_\_  
MI

\_\_\_\_\_  
XXX – XX-  
Last 4 Digits of Social Security Number

\_\_\_\_\_  
Address

\_\_\_\_\_  
City

\_\_\_\_\_  
State

\_\_\_\_\_  
Zip Code

I, the undersigned, do hereby authorize the release of my secondary academic performance record to the West Virginia Higher Education Policy Commission.

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Date

### Section 2: High School Information & Test Scores *(to be completed by school official)*

\_\_\_\_\_  
Name of High School

\_\_\_\_\_  
High School Overall GPA

Test Scores	
Math	
English	

Test Scores	
Math	
English	

### Section 3: Official Signature *(to be completed by school official)*

I certify that the grade information provided is correct and based upon county grading policies. I agree to verify the student-maintained GPA requirements after their final semester.

\_\_\_\_\_  
School Official Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Email Address

\_\_\_\_\_  
Phone Number

Attach Transcript and Return To:  
WV Higher Education Policy Commission  
Attn: Underwood-Smith Teaching Scholars Program  
1018 Kanawha Boulevard East Suite 700 Charleston WV 25301  
Phone: 304-558-4618 Email: [underwoodsmith@wvhepc.edu](mailto:underwoodsmith@wvhepc.edu)