

Requestor _____
Chapter _____
E-mail/Phone # _____

Standards of Excellence Standard 1 – Academic Achievement

- *Chapter QPA is above the all men's/all women's university average*
- *Due at the end of the Fall (December) and Spring (May) semesters*

Grade Release Form

The scholarship chair is responsible for the distribution and collection of the signed Grade Release for all active and new members. In order for the Student Life Office to release individual QPA/grades to chapters, chapter members must provide their signature, which then must be submitted to the Student Life Office.

Grade Release Forms should be turned in to the Student Life Office. Grades will be processed and given to the scholarship chair or president of the chapter. **Grade release requests will take a minimum of 48 hours for the Student Life Office to complete.**

If there are questions or concerns, please contact Cathy O'Domes cathyo@andrew.cmu.edu or the Coordinator for Fraternity and Sorority Life, Monica Bebie at mbebie@andrew.cmu.edu, or call the Student Life Office at 412.268.2142.

My signature on the attached chapter roster hereby authorizes Carnegie Mellon University, through its Student Life Office, to release my academic status for the:

Year: 20 _____
Semester: **FALL** or **SPRING**
Grades Requested: **MIDTERM** or **FINAL**

to appropriate officials (executive board officers, chapter advisors, inter/national headquarters staff) of the fraternity or sorority in which I am a member. I authorize the release of this information for the semester indicated above only. I understand that I can void this authorization for release of information at any time by submitting my request in writing to the Student Life Office.

Please attach your chapter roster with signatures to this form (the members for which you are requesting grade verification).

Received by Student Life Office:

Signature of SLO Staff Member

Date