



2024 HIGH SCHOOL GRADE REPORT FORM

Attach Transcript and Return via WVSAM account, fax, email, or mail.
 Fax: (855)292-1415
 Email: Promise@wvhepc.edu
 Mail: West Virginia Higher Education Policy Commission
 2001 Union Carbide Drive, Building 2000
 South Charleston, WV 25303

DIRECTIONS: Section 1 should be completed by the applicant. Section 2, 3, and 4 should be completed by a high school counselor or school official. The grade report form is intended for Promise applicants attending a private high school (or applying as an eligible commuter, military dependent, or member of armed services). **THIS FORM IS NOT REQUIRED FOR PUBLIC HIGH SCHOOL STUDENTS** with the exception of early graduates. If 6th or 7th semester grades are reported, the authorizing official on this document must verify requirements were maintained through the final semester of high school. For questions contact 304-558-4618 or Promise@wvhepc.edu.

Section 1: Applicant Information and Release *(to be completed by applicant)*

By signing below, I authorize the release of my secondary academic performance record to the West Virginia Higher Education Policy Commission.

XXX - XX -

Applicant Signature: _____ Date _____

Last Four of Social Security Number _____

Print Last Name _____

Graduation Date _____

Print First Name _____ Middle Initial _____

WVSAM Username (created when submitting application) _____

Parent Signature _____ Date _____

Phone _____

Sections 2, 3, and 4 *(to be completed by school counselor or school official)*

Section 2: Grades

HIGH SCHOOL OVERALL GPA: _____

HIGH SCHOOL CORE GPA*: _____

Which Semester are the high school grades being reported? (5th, 6th, 7th, or final) _____

***THE CORE GPA IS A REQUIRED FIELD FOR ALL APPLICANTS**

The Core GPA is calculated according to school grading policy using all core courses during high school (MATH, ENGLISH, SCIENCE, AND HISTORY). Dual credit courses will count toward the overall and core GPA (if applicable). If dual credit coursework was taken to meet one of the core requirements, an official transcript from the college is required. **For the complete list of High School Course Requirements see link below.**

[The complete list of core courses can be found at https://www.collegeforwv.com/programs/promise-scholarship/forms/](https://www.collegeforwv.com/programs/promise-scholarship/forms/)

Section 3: Test Score

If this applicant has achieved an eligible score on either the ACT (21 Composite, 19 Math, 19 English, 19 Science, 19 Reading) or SAT (Total Score 1080, Math 510, Evidence Based Reading and Writing 510) indicate the test date the scores were achieved below or indicate superscore dates. Only one eligible score is required on either the ACT or SAT. Official scores must be received for a student to qualify. Reporting Codes: ACT-4539; SAT-3456. 2024 applicants have until July 2024 to achieve an eligible score. If applicant has not achieved an eligible score, leave blank.

Eligible ACT/SAT Test Score (only one required) _____

If the student has not achieved an eligible score, leave blank.

ACT Test Date: _____

SAT Test Date: _____

Section 4: Certification

By signing below, I certify the grade information provided is correct and based upon county/school grading policies. I have reviewed the high school course requirements for Promise on collegeforwv.com/promise and the above listed student meets these requirements. I agree to verify the student maintained the required overall and core GPAS through the final semester in high school. School official will be prompted to confirm final grades in May/June 2024 via email request.

Signature of School Official _____ Date _____

Name of School Official (Please Print) _____

Title of School Official _____

Email of School Official _____

High School Name _____

High School ACT Code _____

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