Grade Report Form 2025-26

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 _____

Math	
English	

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
2001 Union Carbide Drive
Building 2000
South Charleston, WV 25303
Phone: 304-558-4618 Email: underwoodsmith@wvhepc.edu