

REQUEST FOR GRADE REPORT MAILER

Virginia Tech
Office of the University Registrar

250 Student Services Building (0134)
Blacksburg, VA 24061

Phone: (540) 231-6252

Student Name: _____

Student ID Number: _____

Signature: _____ Date: _____

Phone No.: _____

E-mail Address: _____ Term: _____

Note: A new Request for Grade Report Mailer form must be submitted to the above address for each academic term. Only one copy may be requested per student per term. The requested grade report will be mailed to your permanent address on file.