



## Transcript Alterations

Policy Number: 4.608	Monitoring Review: Annually
Effective/Revised Date: June 28, 2023	Signature:
Approved by: Lizzette Gonzalez Reynolds, Commissioner	

Any student transcript alteration shall be supported by documentation.<sup>1</sup> This documentation shall include the reason for the transcript alteration and evidence that the student earned the grade reflected in the altered transcript.

The Achievement School District shall not retaliate against an employee who brings unauthorized transcript alterations to the attention of school officials.<sup>1</sup>

The superintendent shall develop procedures to implement this policy.

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<sup>1</sup> Tenn. Code Ann. § 49-50-1101