



TEACHER'S GRADE RECORD BOOK

teach. inspire. motivate. make a difference.



TEACHER: _____

CLASS/GRADE: _____

SCHOOL: _____

SUBJECT: _____

TERM/SEMESTER: _____

ACADEMIC YEAR: _____

NO.	STUDENT NAME	ASSESSMENTS							TOTAL / ____	PERCENT %	GRADE	REMARKS
		Test 1 / ____	Test 2 / ____	Quiz 1 / ____	Quiz 2 / ____	Project / ____	Homework / ____	Participation / ____				
1.												
2.												
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25.												

GRADE SCALE		
GRADE	PERCENTAGE	INTERPRETATION
A	90 – 100	Excellent
B	80 – 89	Very Good
C	70 – 79	Good
D	60 – 69	Fair
F	Below 60	Needs Improvement

PERFORMANCE LEGEND	
★	Outstanding
✓	Good
●	Average
▲	Needs Improvement
✗	Unsatisfactory

SUMMARY	
TOTAL POSSIBLE POINTS	
TOTAL EARNED POINTS	
CLASS AVERAGE (%)	
HIGHEST SCORE (%)	
LOWEST SCORE (%)	

ATTENDANCE	
TOTAL CLASSES	
CLASSES ATTENDED	
CLASSES MISSED	
ATTENDANCE (%)	

NOTES

TEACHER COMMENTS



Every Student. Every Day. Empower. Encourage. Excel.

