

# MISSOURI SOUTHERN

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## STATE UNIVERSITY

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### OFFICE OF THE REGISTRAR

#### Semester Grade Report

Student semester grades and transcript are accessible through student Lionet Portal. MSSU does not issue or send semester grade reports; therefore, your request will have to be manually generated and will have limited information as compared to what is accessible through your Lionet portal or transcript request.

If you need a record of all your courses, please submit an official Transcript request.

The Semester Grade Report offered through this process will include the following information:

MSSU course numbers, course titles, earned grades, total attempted hours, passed hours, earned hours, and GPA for the semester requested.

**This request must be accompanied by a copy of your driver's license or other official identification that includes a signature, such as a passport or state ID card.**

Check one:

Fall \_\_\_\_\_ Spring \_\_\_\_\_ Summer \_\_\_\_\_ \_\_\_\_\_ MSSU SID No.: \_\_\_\_\_  
(year)

Student Name: \_\_\_\_\_  
Last First Middle

Cell Phone No.: \_\_\_\_\_

Current Address: \_\_\_\_\_  
\_\_\_\_\_

Student Signature: \_\_\_\_\_

**Mail or email this form with identification to:**

Missouri Southern State University  
Registrar's Office

3950 E. Newman Road  
Joplin, MO 64801  
[registrar@mssu.edu](mailto:registrar@mssu.edu)

**Fax this form with identification to:**

Registrar's Office  
(417) 625-3117

**This form will be made available in alternative formats upon requests. If you need assistance, please contact the Registrar's Office.**