

Incomplete Grade Request

To be completed by student and turned in to the International, Online and Graduate Program Office no later than the end of the present term.

Student's Name _____

Student number _____

Course Name and Number _____ course # _____

Term/Session _____

Reason for requesting incomplete:
(attach an additional sheet if necessary)

Denied _____

Approved _____

If approved, work to be completed:

Grade must be resolved by: _____

(no later than the final day of the following semester)

The grade will automatically become a (F) failure if the work is not completed by the date above.

Student's signature

Date

Professor's signature

Date