

REGISTRAR

Registrar's Office/Box #67 2112 Cleveland Blvd Caldwell, ID 83605 208.459.5201

INCOMPLETE GRADE CONTRACT

Instructors: All grades of (I) Incomplete must be accompanied with an Incomplete Grade Contract. Please complete this form and return it to the Registrar's Office. Please see the catalog for further information.

The grade of I (Incomplete) may be assigned when a student has met all of the following conditions:

- The student has attended class through the final withdrawal date in accordance with the course attendance policy. The last date of attendance should occur after the withdraw deadline.
- The student has completed the majority of possible coursework at the point in time and are in good standing having earned C- or better.
- When the instructor believes the student's inability to complete the course is due to legitimate causes beyond the student's reasonable control (such as an illness or traumatic event occurring after the final withdrawal date).

Semester: Fall 20 Winter 20_ Course Number: Course Title: Instructor:	Credits:	
Course Title:		
Instructor:		
		Grade in course currently:
Reason for Incomplete Request:		
TERMS OF INCOMPLETE CONTRACT Coursework needed for course completion:		
		the student completed no additional work: F
Signing this document is an acknowledgment by the		ructor that they understand and agree to the terms
Signature: F	Phone #:	Date:
STUDENT		
Signature:	Date:	
INSTRUCTOR		
Signature:	Date:	
Approved by:		