

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).

Student Name:		ID#:
Semester: Fall 20	Winter 20 Spring 20_	Summer 20
Course Number:	Credits:	
Course Title:		
Instructor:		Grade in course currently:
Reason for Incomplete Request	;	
TERMS OF INCOMENTE CONT		
TERMS OF INCOMPLETE CONT	RACI	
Coursework needed for course	completion:	
Completion Due Date:	Grade in course	e if the student completed no additional work
Signing this document is an a	cknowledgement by the student an	d instructor that they understand and agree to the
	terms of resolving the incor	mplete grade.
Signature:	Phone #:	Date:
STUDENT		
Signature:	Date:	
8		
INSTRUCTO	R	
Signature:		