

Grades of Incomplete

At the end of the semester/term, the instructor for a course may assign a grade of “I” when a student’s work in a course is incomplete due to circumstances beyond the student’s control, but is otherwise of passing quality. The deficiency must be made up no later than the end of the following semester or the grade of “I” automatically becomes “F.” It is the student’s responsibility to arrange with the instructor the satisfactory completion of the course requirements. If the course requirements are met, the instructor submits a grade change to the appropriate dean with the appropriate grade assigned.