

REQUEST FOR A GRADE OF "INCOMPLETE"

Due No Later Than the Last Day of the Term

Rev. 12/4/23

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Program: M.A. in Theology M.A. in Christian Ministries Graduate Creek Certificate in C.A.S. Course number and name for which a grade of "I" is requested: Instructor: Note: The grade of "I" (Incomplete) is a temporary notation indicating that some course work he completed by the end of the term due to some exceptional circumstance beyond the student's student who has been doing satisfactory work in the course up to that point must specifically in petition for an Incomplete; it is not automatically granted when a student fails to complete course in this form requires the professor's signature and the Dean's approval. Incomplete work is doe not more original date when grades are due to the Registrar. (Consult the E.I. calendar for the exact date submit outstanding work to the professor by this date will result in a grade of "F" being assigned for by the Registrar. Please provide a statement of the extenuating circumstances or other reasons for your request: Student Signature: Date: Printed Name: I have read the reasons for the student's request for a grade of Incomplete, confirm the progress to date has been satisfactory, and agree to the grade of Incomplete and an extension month after the original date when grades are due to the Registrar. Date: Date: Date: Date: Date: Date: Date: Date: Date:					Year:
Program: M.A. in Theology M.A. in Christian Ministries Graduate Creek Certificate in C.A.S. Course number and name for which a grade of "I" is requested: Instructor:	Address:				
Certificate in C.A.S. Course number and name for which a grade of "I" is requested: Instructor:					
Course number and name for which a grade of "I" is requested:	C	•			Graduate Credit
Note: The grade of "I" (Incomplete) is a temporary notation indicating that some course work he completed by the end of the term due to some exceptional circumstance beyond the student's completes, family emergency, unexpected business travel) and that the professor has approved an extensic student who has been doing satisfactory work in the course up to that point must specifically in petition for an Incomplete; it is not automatically granted when a student fails to complete course in This form requires the professor's signature and the Dean's approval. Incomplete work is due one more original date when grades are due to the Registrar. (Consult the E.I. calendar for the exact date submit outstanding work to the professor by this date will result in a grade of "F" being assigned for by the Registrar. Please provide a statement of the extenuating circumstances or other reasons for your request: Student Signature: Date: Printed Name: I have read the reasons for the student's request for a grade of Incomplete, confirm the progress to date has been satisfactory, and agree to the grade of Incomplete and an extension month after the original date when grades are due to the Registrar. Faculty Signature: Date: Date: Date: Date: COMMENTS:					C.A.S.
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progress to date has been satisfactory, and agree to the grade of Incomplete and an extension month after the original date when grades are due to the Registrar. Faculty Signature: Date: COMMENTS:			Date:	Printed Nam	e:
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