

INCOMPLETE GRADE

The notation "I" (incomplete) in a course is given only for circumstances beyond a student's control. It will not be granted as a remedy for course overload, failure on a final examination, absence from a final examination other than an emergency situation, or a failing grade to be raised with extra work.

An incomplete grade indicates that assignments have not yet been completed. It does not refer to the adequacy of performance. An incomplete grade for failure to complete assignments must be removed at a time designated by the Instructor of Record; but no later than three weeks following the completion of the quarter or it will automatically be changed to failure unless an extension is granted by the Program Dean/Director. A student receiving an incomplete grade in a clinical course may have the completion of the work deferred for a period longer than three weeks subject to the written approval of the Instructor of Record.