# Master of International Affairs Program Incomplete Grade Agreement Form

Student Name _____ UIN _____

Projected Graduation Date: _____ _____

Course Number and Title _____

Semester and Year Originally Enrolled in Course: _____ _____

Course work must be completed and submitted for grade change by the last class day of the _____ _____ semester. (See Student Rule 10.5 below for guidelines.)

Description of remaining class assignments to be completed by completion deadline:

STUDENT RULE 10.5: "The remaining work is to be completed **before the last day of scheduled classes of the next fall or spring semester** in which the student enrolls in the University unless the student's academic dean, with the consent of the instructor (in the absence of the instructor, the department head), grants an extension of time for good reason. If the incomplete work is not completed within this time or if the student registers for the same course again, the "I" will be changed to an "F" by the registrar.

Student: By signing his form, you acknowledge that you must complete all assignments listed above and submit them to the instructor by the deadline pursuant to Student Ruile 10.5 or you will receive a grade of "F" for the course.

_____ _____

Signature of Student Date

_____ _____ _____ _____

Signature of Instructor Date Signature of Department Head Date