

TEXAS A&M INTERNATIONAL UNIVERSITY

CONTRACT FOR INCOMPLETE GRADE ASSIGNMENT

(To be submitted with each "I" grade assigned no later than semester grade deadline)

TO BE COMPLETED BY STUDENT:

I hereby request that an Incomplete grade be assigned to me in the course listed. I understand that if the work identified below is not completed by the date specified, the "I" will be converted to a grade of "F" through an administrative action of the Registrar (See Academic Regulations, University Catalog).

Student's Name

SSN

Semester

Instructor

Course Number and Title

TO BE COMPLETED BY INSTRUCTOR:

The student named above must complete the following on or before _____, 19 ____, to remove the "I" assigned for this course.

Requirements remaining or comments:

SIGNATURES: (Do not submit form until student and instructor have signed below.)

Student's Signature

Date

Instructor's Signature

Date

Original - Registrar's Office
Yellow - Student
Pink - Instructor

rev. 11/19/97
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