

## **Graduate Incomplete Policy Proposal**

*Approved February 5, 2009 by Graduate Committee*

*Approved March 31, 2009 by EPC*

### ***Current FPPM Policy Statement:***

The grade of "I" indicates that because of illness or for other good reason the work of the semester has not been completed. An "I" becomes an "F" unless the work is complete and the instructor assigns a course grade by the published date in the middle of the subsequent regular semester. The due date is published in the University calendar.

### ***Current Graduate Policy:***

Incomplete. The grade of "I" indicates that because of illness or for other good reason the work of the semester has not been completed. When this work has been completed, a final grade will be reported. A grade of "I" will revert automatically to a grade of "F" if the necessary makeup work has not been completed and the grade recorded by the end of the subsequent regular semester. The grade of "I" during the summer terms must be completed and the grade recorded by the end of the spring semester.

### ***Proposed Graduate Policy:***

Incomplete. The grade of "I" indicates that because of illness or for other good reason the work of the semester has not been completed. An "I" becomes an "F" unless the work is completed and the instructor assigns a course grade by the last day of classes of the subsequent regular semester as published in the University calendar (i.e., an incomplete awarded in the fall semester must be removed by the last day of classes in the spring, and an incomplete awarded in the spring or summer semesters must be removed by the last day of classes in the fall). The awarding of a grade of "I" requires an understanding between the instructor and student as to when and how the course will be completed. An extension of the time limit is possible, but must be approved, prior to the expiration date stated above, by the instructor and the Dean of Graduate & Extended Studies. A graduate student with six or more hours of incompletes will not be allowed to enroll in any additional graduate courses.

To take effect summer 2009 and apply to all currently enrolled graduate students.