Incomplete Grade Policy

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If a student, because of illness or other reasonable excuse, fails to complete a course, a grade of INC (incomplete) is given. The grade INC indicates a deficiency in the quantity of work and is temporary.

A GRADE OF INC MUST BE REMOVED NOT LATER THAN THE END OF THE FOURTH WEEK OF THE FIRST MAJOR TERM OF ATTENDANCE FOLLOWING THAT IN WHICH IT WAS RECEIVED. A grade of INC will be converted to an F grade by the Registrar in the fifth week if it has not been updated by the instructor prior to this date. This conversion only occurs during the spring and fall terms (not summer). In the event that an INC grade remains upon completion of the degree, the INC will be converted to an F and included in the final GPA.

Contact

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