REQUEST FOR EXTENSION OF I CONTRACT
For Completion of Courses in Which
Temporary I Has Been Assigned

Students receiving a grade of "I" (Incomplete) in a course for any given semester must be advised to complete the requirements for the course and submit to the instructor by the specified deadline in the I Contract. Students may not register for this course again until this contract has been fulfilled or has expired. Once all requirements have been submitted to the instructor, the grade shall be changed to the earned grade and the university change of grade process shall be followed. Students who re-register for courses in which the grade of "I" has been assigned will have the initial grade of "I" changed to "F".

Name:_____ Social Security/Student ID:
Print Student Name

Course Name and Number:_____ Semester/Year course was taken:

REASON FOR EXTENSION:

_____
_____
_____
_____

Course requirements will be completed by:_____
Date

Do not register for this course again until this contract has been fulfilled or expired.

Signed:
Student Date

Please attach a copy of the original "I" contract.

Signed:
Instructor Date

Signed: _____ _____
Department Chair Date

Signed: _____ _____
Dean Date

Signed:
Provost Date

Provost 6/02