

## CONTRACT TO RESOLVE *INCOMPLETE* GRADES

Name of Student: _____	Soc. Sec. #: _____
Course # and Section: _____	Semester taken: <input type="checkbox"/> Spring <input type="checkbox"/> Fall _____
Name of Instructor: _____	<input type="checkbox"/> Summer

1. Student's reason for not completing the course is  accepted  not accepted as valid.

2. Grade level at end of semester (for work done) \_\_\_\_\_

<b>3. A. Work to be completed:</b>	<b>Deadline:</b>
_____	_____
_____	_____
_____	_____

**B. Previously established penalties for lateness:**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

<b>4. A. Examination to be taken:</b>	<b>Date:</b>
_____	_____
_____	_____
_____	_____

**B. Final Examination...**

to be administered by instructor/department    Date: \_\_\_\_\_    Place: \_\_\_\_\_

to be administered by the College (see application form)

**AGREED TO BY:**

_____	Date: _____
(Student's signature)	
_____	Date: _____
(Instructor's signature)	