3.5 Incomplete Grade

A. The grade I means "incomplete." An instructor may give an I only when a student's work is of passing quality but is incomplete for good cause determined by the instructor. Good cause does not include extensions of time granted for convenience.

B. A student who receives an I in a course must complete the work within the time specified by the instructor, but in no event later than the last day of the second succeeding semester in which the student is in residence at the school. When the student satisfactorily completes the course work, the instructor will change the I to a regular grade, and the student will receive credit for the course.

C. Students who do not satisfactorily complete the course work within the time limit will receive no credit for the course, and the I will be treated as an F in computing the grade point average.

D. An I received in a student's final semester will be treated as an F in determining whether the student has met the requirements for graduation.