Contract for Issuance of Incomplete

Student name: ____________________________________________ NSU ID: ____________________________

Degree Program: ____________________________________________ Term: ____________________________

Course #: ____________________________ Title: ____________________________ Credit Hours: ____________________________

The student listed above must complete the following course requirements:

______________________________________________________________________________________________

______________________________________________________________________________________________

______________________________________________________________________________________________

______________________________________________________________________________________________

______________________________________________________________________________________________

______________________________________________________________________________________________

______________________________________________________________________________________________

______________________________________________________________________________________________

Until these requirements are completed, a grade of “I” is given.

If the requirements are not completed by the given date of ____________________________, then the following grade will be issued.

Not to exceed thirty (30) days from the end of the term specified above for Master’s not to exceed sixty (60) days from the end of the term specified above for Doctoral

Instructor’s Signature: ____________________________________________ Date: ____________________________

______________________________________________________________________________________________

I have discussed this contract with the instructor and I am aware of its contents.

Student’s signature: ____________________________________________ Date: ____________________________

Special note: If you are receiving any type of financial assistance, veteran benefits, military assistance or company reimbursement, the issuance of an incomplete grade may affect your eligibility. It is your responsibility to understand and comply with the requirements of such policies.