Haigazian University

Record of Incomplete Grade

|  |  |
| --- | --- |
| Student Name |  |
| Student ID number |  |
| Semester & Year |  |
| Course / Section |  |
| Instructor |  |
| Reason for Incomplete |  |

|  |  |
| --- | --- |
| Material Not Completed | |
| Final Exam |  |
| Term Paper |  |
| Other (Specify) |  |
| Date Set for Completing the Work |  |
| Percentage Given to the Incomplete Work |  |
| Grade for Work Already Completed |  |

|  |  |
| --- | --- |
| Date |  |
| Signature |  |