

**THE UNIVERSITY OF TEXAS AT TYLER
INCOMPLETE GRADE FORM**

Student Name _____ Student I.D. Number _____

Course Information: FALL SPRING INTERSESSION SUMMER I SUMMER II 20____
(Circle Semester & List Year)

COURSE PREFIX: _____

COURSE NUMBER: _____

COURSE SECTION: _____

INCOMPLETE GRADE (to be completed by the instructor)

Reason for "I" Grade: _____

List the assignment(s) to be completed: _____

_____ Due Date: _____

"I" grades are automatically changed to "F" grades after 12 months.

Circle the current letter grade or list the number grade: A B C D F **OR** No. Grade: _____

Instructions for computing grade upon completion of the assignment(s): _____

Faculty Signature: _____

Date: _____

Student's Signature: _____

Date: _____

Department Chair Signature: _____

Date: _____