

The Committee on Instruction
Proposal on Incomplete and Missing Grades
Approved 9 October 2003

A temporary grade of “NR” may be assigned by the College Registrar when the course grade is not received from the course instructor by the grade deadline.

No degree will be conferred until all the grades of “I” or “NR” have been resolved.

The following statement will replace existing policy for incomplete grades in the ESF Catalog:

Incomplete and missing grades

A temporary grade of “I” may be assigned by an instructor only when the student is passing and has nearly completed the course, but because of circumstances beyond the student’s control, the work is not completed. A temporary grade of “NR” may be assigned by the College Registrar when the course grade is not received from the course instructor by the grade deadline. Grades of “I” or “NR” must be resolved prior to the end of the semester following that in which the grade was received. At the request of the instructor and under extraordinary conditions, an “I” grade may be extended for one additional semester. If the incomplete is not resolved by the appropriate deadline, it will be changed to a grade of “I/F” or “I/U.” If the “NR” grade is not resolved by the appropriate deadline, it will be changed to a grade of “NR/F” or “NR/U.” No degree will be conferred until all the grades of “I” or “NR” have been resolved.