UC DAVIS HEALTH

Incomplete (I) Grade Agreement
Committee on Student Promotions (CSP)

One form required per course. All information is required to file Incomplete Grade Agreement. Incomplete grades may not be submitted without completion of the Incomplete Grade Agreement. For additional policy information, visit:
https://health.ucdavis.edu/mdprogram/medicalstudentpolicies/csp/incomplete.html

The provisional mark of Incomplete (I) shall be assigned only when the student's work is of passing quality, but is incomplete for good cause, as determined by the Instructor of Record. The student is entitled to replace the I by a P grade and to receive unit credit provided they satisfactorily complete the work of the course in a way specified by the Instructor of Record. If course requirements have not been completed within the time limit specified by the Committee on Student Promotions, the Instructor of Record will submit an F grade. (UC Davis School of Medicine Bylaws and Regulations, Am. 7/1/83, 12/31/94, 3/26/07, 02/20/08, 2/17/13, 2/18/21)

STUDENT INFORMATION

Name: _____ / _____ / _____
        Last   First   Middle

Student ID Number: _____   Class of: _____

Student Signature: _____   **Date:** _____

COURSE INFORMATION

Course Name & Number (e.g. MDS 479): _____   CRN: _____   Units: _____   Quarter/Year: _____

Names(s) of Instructor(s) of Record: _____

Date by which student is expected to satisfactorily complete the work as specified by the instructor(s): _____

Reason for Incomplete grade assignment (good cause may include current illness, serious personal problems, an accident, a recent death in the immediate family, a large and necessary increase in working hours or other situations of equal gravity):

_____

IOR Signature: _____   **Date:** _____

IOR Signature: _____   **Date:** _____

CSP DETERMINATION

Date reviewed by CSP: _____

Determination: ☐ Approved   ☐ Approved with modifications   ☐ Denied   ☐ More information needed

Comments: _____

_____

_____

Return to SOM Registrar's Office

Office Use Only
Office Use Only Date entered in student record: _____