



UNIFORMED SERVICES UNIVERSITY OF THE HEALTH SCIENCES

4301 JONES BRIDGE ROAD
BETHESDA, MARYLAND 20814-4799



The Office of the University Registrar Incomplete Grade Form

An incomplete grade (I) is a temporary grade that may be given at the instructor's discretion to a student who needs additional time to complete a class due to extenuating circumstances.

Student Name: _____ Student Empower ID #: _____

Student Email Address: _____

Course in which the grade of Incomplete (I) was awarded:

Term Course is/was offered: Fall Spring

Winter (GEO-Only) Summer

Title of Course: _____ (ex: Surgery Clerkship)

Course #: _____ (ex: SUO3200)

Date by which all remaining work must be completed: _____

The following work remains to be completed: (to be completed by the course instructor)

Additional Comments:

By agreeing to the interim grade of (I), the student acknowledges his or her responsibility to complete all remaining assignments and examinations before the (I) grade converts to an (F).

Student Name (Print) Student Signature Date

Course Instructor Name (Print) Course Instructor Signature Date

Completed and signed forms must be submitted to the Office of the University Registrar at grademodifications@usuhs.edu. This form will be kept in the student's electronic file.