Graduate Course Incomplete Policy

An INC (incomplete) may be given only when, for some justifiable reason, a student fails to take the final examination or to fulfill a specified requirement in a course.

An INC may be removed and a grade substituted if the student completes course requirements to the satisfaction of the instructor prior to the deadline established by the Graduate College. The Graduate College deadlines for removal of incomplete grades for the respective academic semesters are:

Fall semester: June 1  
Spring semester: September 1  
Summer semester: January 1

However, an individual instructor may come to an agreement with his or her student for an earlier deadline for removal of an incomplete grade.

For an extension, the student must petition their academic dean or designate for such consideration in writing prior to the expiration of the deadline stated above. The instructor's support is required for approval of the request. See http://www.bgsu.edu/graduate/documents-and-forms.html for “Incomplete Extension Request.”

For courses taken S/U, any mark of INC not removed by these deadlines will change to U. For courses taken for a letter grade, any mark of INC not removed by these deadlines will change to F.

A student cannot graduate with a grade of INC in a graduate level course.