**DEPARTMENT OF ANTHROPOLOGY**

**COURSE INCOMPLETE FORM**

*This form should be filled out by both the student and the instructor.*

*This form is to be completed in addition to the “Report of an Incomplete Grade” Form 60.*

Student Name:

Course Number and Name:

Semester and Year:

Course Instructor:

Grade in the above course at the time the student has requested an incomplete:

Instructor: attach a copy of course syllabus to this form.

Remaining coursework and exams to be completed by student for a grade. Please include the weight to be given to the remainder of the work in computing a final, permanent grade.

Instructor (print name) (signature) Date

*I have read and understand the remaining requirements needed to complete this course. I understand that I must achieve a permanent grade in the course no later than one year after the incomplete is given, or the incomplete grade will revert to a failing grade.*

Student (print name) (signature) Date

Director of Graduate Studies, Anthropology (print name) (signature) Date

Department Head, Anthropology (print name) (signature) Date