Changes to Incomplete grades in graduate courses

Incomplete indicates that the student has not completed all of the course requirements for reasons beyond the student's control. Summer session students must remove incomplete grades before the end of the sixth week of the fall semester. Winter session students must remove incomplete grades before the end of the sixth week of the spring semester. Incomplete grades taken in the regular semester must be removed before the sixth week of the next semester. Individual time limits should be established by the instructor for the exceptions, and the Registrar's Office should be notified. Any incomplete grade not removed within the stated time limit will become an “E” grade.

Policy for IP grades in graduate courses

A mark of IP (in process or progress) may be submitted by an instructor for students enrolled in thesis courses, research projects, courses in which the scheduled work extends beyond a single semester, and for courses in which a form of evaluation from off-campus is missing (e.g. GST courses, field placements or departmental internships). A mark of IP may be carried on a student's transcript for a maximum of 6 semesters (without requesting extensions). At the end of the sixth semester, a grade must be submitted, or the IP automatically becomes an E grade unless an extension is requested by the instructor.