

*University of North Carolina at Chapel Hill
School of Social Work*



**CONTRACT FOR COMPLETION OF
GRADES OF INCOMPLETE (“INC”)**

Student: _____ PID#: _____

Course: _____ Semester/Year _____

I agree that by receiving a grade of “INC” in the above course, I must submit satisfactory or above satisfactory work by the following deadline(s) as negotiated between myself and the instructor in order to have a permanent and passing grade recorded for the course.

I will complete and turn in to the instructor the following assignments by the specified dates below:

_____ by date: _____

_____ by date: _____

_____ by date: _____

I am aware that if I fail to meet any deadline(s) specified above, it will be necessary to seek a renegotiation with the instructor. However, regardless of any renegotiations, if a new grade is not entered by _____ * the grade of “INC” will be converted automatically to “F.”

_____ Date: _____
(Signature of Student)

I agree to the above named terms for this student. Other comments I wish to make are:

_____ Date: _____
(Signature of Instructor)

*For graduate courses the date can be set by the instructor any time up to 12 months after the conclusion of the semester in which the student was enrolled in the course. For undergraduate courses, please consult the Undergraduate Record.

*The student is responsible for making and distributing
copies of the signed agreement to the course instructor, Registrar, and Associate Dean.*