

POLICY STATEMENT APPROVEDGRADES(Ref: Page 61, 1970-71 General Bulletin)

Change Paragraphs 3 and 4 to read as follows:

An "incomplete" (I) may be assigned during the last four weeks of a semester under the following conditions:

1. A student is unable to complete all assignments for a course including the final examination because of illness or other satisfactory reason.
2. A student who has completed all other assignments is unable, because of illness or other satisfactory reason, to complete the final examination. *ok*

An "incomplete" (I) may be made up by completing the unfinished portion of the course within the next two semesters of enrollment, and in this event, the I on the records is changed to the letter grade assigned by the instructor. In the event that the I is not made up within two semesters of enrollment, it remains an I on the records. A student has the option of completing a course in which he has received an I by re-enrolling in the course and earning a passing grade, but this action will not remove the I.

Distributed to the Academic Senate 11/20/70 and 12/11/70.
Deemed Approved by the Academic Senate 1/15/71.

Approved by the President of the College 2/19/71.