



Biomedical Engineering



Faculty of Engineering

Incomplete Form

Students requesting an Incomplete on a course should fill out this form , get it signed the instructor, and return to the office within one week after the semester ends. This form must be fully completed to be filled.

Name of student

Name of Instructor

Date of this Request.....

Course Number.....

Course Title.....

Reason for requesting an Incomplete:.....

What work is needed to clear this Incomplete?.....

By what date do you expect to have this work done?.....

Student's Signature

Instructor's Signature

Note: completion and submission of this fully completed form gives you an extension of **ONE MONTH** after the beginning of the new academic semester in which to finish the required work. No further extensions will be given . If a student fails to complete the required work by the deadline, the grade will automatically become an **F** .