INCOMPLETE GRADES

Incomplete grades are given only if circumstances beyond the student’s control prevent the completion of the course during the semester. The student receiving an “I” has three months from the date the “I” is received to complete the coursework; otherwise the “I” is automatically changed to an “F”.

Students requesting “I” grades must first consult their advisor and the advisor must recommend the same to the Dean’s Office in writing (kstartup@wbcoll.edu).

Students requesting “I” grades must come to the Academic Dean’s office and complete a “compliance” form before an “I” grade can be issued.