



Application for Incomplete Grade

Fill out sections 1-3 of the form prior to the end of the term and retain in the student's file. Fill out section 4 when work is complete, sign and return form to the student's file.

Section 1 - Student Information

Student ID#: _____ Student Name: _____

School #: _____ School Name: _____

Section 2 - Course Information

Teacher Name: _____ Course Name: _____ Course #: _____

School Year: _____ Term Taken: _____

Section 3 - Description of work to be completed (Be specific and use the back if needed)

Completion Deadline (no longer than one year from the start date of this course): _____

Description
(Include Edgenuity
course code)

**Signatures*

Student _____ Date _____

Teacher of Record _____ Date _____

Section 4 - Approval and Final Grade

Approved? Yes / No _____ Final Grade: _____ Completion Date: _____

Notes:

Signatures

Student _____ Date _____

Teacher of Record _____ Date _____

