

Saint Francis Medical Center College of Nursing
Peoria, Illinois

INCOMPLETE

I, _____, wish to take an Incomplete in the following course:

Course Number Course Name

As the College policy states, it is strongly recommended that Incompletes be removed prior to the beginning of the next semester. The maximum time allowed to remove an Incomplete is one semester. Failure to complete the requirements by the established deadline will result in the "I" grade being converted to a Withdrew Failing "WF".

I will complete the course requirements by _____.

Student Date

Course Instructor Date

Dean BSN or Date
Dean MSN

+++++

Course requirements were completed on _____ with a final grade of _____.

Course Instructor Date

Dean BSN or Date
Dean MSN