

UNIVERSITY OF PITTSBURGH
School of Health & Rehabilitation Sciences
COMPLETION AGREEMENT OF INCOMPLETE GRADE
for GRADUATE STUDENTS

First & Last Name:

Pitt Email:

PeopleSoft ID (7 digits):

Department:

Subject code & catalog #(4 digits):

Term Taken:

Class # (5 digits):

of Credits:

Instructor:

Expected Date of Completion:

The course work must be completed no later than the end of the next consecutive term- (Summer term included)

Objectives for Completion:

After everyone signs, the completed form needs to be emailed to the SHRS Registrar, Kellie Beach at kbeach@pitt.edu, before the add/drop deadline of the next consecutive term.

Student's Signature

Date

Instructor's Signature

Date

Advisor's Signature

Date

These two conditions will cause a student to receive a failing grade:

- (1) The student/instructor fails to submit the forms to the Registrar by the add/drop deadline of the next consecutive term.
- (2) The student fails to complete the course work by the end of the next consecutive term.

Student Services use only

Grade Change Completed On: _____