



# WYTHEVILLE COMMUNITY COLLEGE

1000 East Main Street • Wytheville, VA 24382

## INCOMPLETE GRADE FORM

Student Name \_\_\_\_\_ Student ID \_\_\_\_\_

Course Prefix and Number \_\_\_\_\_ Section \_\_\_\_\_ Term \_\_\_\_\_

The following is a description of the work that must be made up by the student:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

In the event that I am not available to assist the student, the assignments, tests, or other materials described above may be found in:

\_\_\_\_\_  
\_\_\_\_\_

If a Change of Grade form is not by submitted by the end of the subsequent term, the grade that the student should receive is: (Circle One)

A    B    C    D    F    P   (For standard credit classes)

S    R    U   (For developmental classes)

Additional information or directions (if needed)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Name (Print): \_\_\_\_\_

Signature: \_\_\_\_\_ Date \_\_\_\_\_