

**MYRON B. THOMPSON SCHOOL OF SOCIAL WORK
PhD in SOCIAL WELFARE PROGRAM
Program Office: 956-3831
SPECIFIC CONDITIONS FOR RESOVLING AN INCOMPLETE**

- ✓ **Students are eligible for an “I” only if they failed to complete a small but important part of the semester’s work** (see PhD Manual or Grad Division website for details).
- ✓ **Course faculty specifies conditions and required end products (e.g. paper completion, conceptual clarity or editing) to resolve the incomplete, and informs the student.**
- ✓ **Completed CI form is submitted to PHD Program.**
- ✓ **If a student receives a permanent “I” in a program-required course, the student may retake the course once. If the student fails to complete the class a second time, the student is not permitted to remain in the program.**

Date: _____ **Student’s Name:** _____ **Contact #:** _____

Instructor’s Name: _____ **Contact #:** _____

PLAN/OBJECTIVES:

Course number and description:

Expected Outcome/Product:

Expected Date of Completion &/or other specific terms:

Signature of Student: _____ **Date:** _____

Signature of Instructor: _____ **Date:** _____

Signature of PhD Chair: _____ **Date:** _____

Student was provided a copy: _____ Date: _____