

College of Design, Construction & Planning
“I” Grade Contract

Student: _____ UFID#: _____ Instructor: _____

Course: _____ Section: _____ Term: _____

To be completed by instructor:

- The student has completed a major portion of the course with a passing grade
- The student and instructor have discussed the situation prior to the final exam
- The instructor will submit a final grade for the student on the date due

List all work to be completed:

1. If the above is to be done under the supervision of the current instructor, indicate after each item the date work is due.
2. Final grade to be assigned if work not completed by above dates: _____

Student Signature: _____ Date: _____

Instructor Signature: _____ Date: _____

Additional Comments, Notes, or Conditions:

“I” grades should be assigned only after the instructor and the student have explicitly arranged, before the final exam for the course, to have the student complete exams or other required course work after the semester is over. The “I” arrangement should be used only when the student is doing passing work (“D” or better) in the course at the time of the arrangement.

An “I” arrangement must still be completed as soon as possible after the deadline. Poor performance on the final exam is not, in itself, a valid reason for an “I” arrangement.

The “I” arrangement should stipulate all conditions for completing the course and earning a letter grade, including specific expiration date for the arrangement and designation of the grade to be assigned if all the work is not completed by that expiration date.