



Florida A&M University College of Law

EXTENSION FOR INCOMPLETE GRADES

[Please complete and return to the Registrar's Office with appropriate signatures]

Student Name:		ID#:	
Phone:		FAMU e-Mail:	
Semester:		Year:	
Course Name:		Professor:	

I, as faculty member of the above course, grant for good cause, an extension of the due date (which is the last day of the current final exam period) an extension of no longer than six (6) weeks to satisfactorily complete the required work. **[Note: If extension is less than three (3) weeks, it is not necessary to complete this form]**

Any further extension beyond six (6) weeks may be granted only with the written permission of the Associate Dean of Academic Affairs along with the consent of the faculty member. Please refer to Page 20 of the Student Handbook for additional information.

Professor Signature:		Date:	
Student Signature:		Date:	

Date Received by Registrar's Office