

Other Transcript Notations

W: Withdrawal

Withdrawals are given when students withdraw from a course after registration. Students who are granted an approved Leave of Absence (LOA) will receive “W” grades for all courses except those courses which have been completed prior to the LOA. Students may withdraw from individual courses during the first 67% of the term. After this time period, students cannot drop courses. They may however, request a LOA for the remainder of that term or longer.

More information on LOAs can be found in the [Leave of Absence](#) section of the General Policies for All Students.

I: Incomplete

Incompletes are interim grades given when course requirements have not been completed due to serious mitigating circumstances such as illness or family emergencies. The Office of the Dean of Students, through the SVM Associate/Assistant Dean of Students, must approve the reason supporting the receipt of “I” grades. “I” grades remain on the transcript until another grade is given upon completion. If students have an “I” grade on their transcript, the required coursework must be completed within seven (7) days of the deferment. If the work is not completed and the grade not received from the instructor within 30 days, the Incomplete (“I”) will be automatically changed to a Fail (“F”) by the Office of the University Registrar.

NG: No Grade

No grade was submitted by the course instructor for a registered course.

IP: In Progress

The course is still in progress