

GRADE OF “INCOMPLETE” (“INC”)

The grade of “Inc” is given if a student’s class standing throughout the semester is “Passing,” but fails to take the final examination or fails to complete other requirements of the subject due to illness or other valid reasons. In case the class standing is not “Passing” and the student fails to take the final examination for any reason, a grade of 5.00 shall be given (*Revised UP Code: Art. 369, as amended at 886th BOR Meeting: 28 April 1977; 899th BOR Meeting: 30 March 1978*).

Removal of the “Inc” must be done within the prescribed time [within one (1) academic year in which there are three (3) regular removal periods] by passing an examination or meeting all the requirements of the course, after which the student shall be given a final grade based on his/her overall performance.

For purposes of scholastic standing, a grade of “Inc” is not included in the computation. When it is replaced by a final grade, the latter is to be included in the grades during the semester when the removal was made (*Art. 394 UP Code*).

For the removal of the grade of “Inc,” refer to Removal of “Incomplete” (“Inc”) part of this Section.