



**STUDENT INFORMATION**

Student Name:		Student ID Number:	
Telephone:		Track:	

**COURSE INFORMATION**

<p><b>Student Section</b></p> <p>Indicate the Term &amp; Year the IS was taken:</p> <p>Fall <input type="checkbox"/> Winter <input type="checkbox"/> Spring <input type="checkbox"/> Summer <input type="checkbox"/></p> <p>Year: _____</p> <p>Course ID # _____ Credit Value _____</p> <p>Course Title _____</p> <p>Instructor _____</p>	<p><b>Instructor Section</b></p> <p>Date Coursework Due: _____</p> <p>Date Coursework Received: _____</p> <p>Course Requirements Completed: _____</p> <p><b>Final Grade</b> _____</p>
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**Procedure:**  
Student is to submit this form and completed course work to the instructor by the due date of the Independent Study.

Upon grading the coursework, the instructor completes and submits this Grade Form to the Registrar within three weeks of the due date for the Independent Study.

The Registrar will record the final grade on the transcript and send a transcript and your final work if it is received from the instructor.

**Required Signatures:**

\_\_\_\_\_  
Instructor Date

\_\_\_\_\_  
Registrar Date

Approved  Comp \_\_\_\_\_

Returned to faculty

Reason for return \_\_\_\_\_

Revised 8/2023