

Kuwait University  
College of Graduate Studies



**Postponement of Final Grade** \*

Student Name:

Student No:

Program:

College:

Semester:

Academic Year:

**Course Details**

Course Number	Course Title

**Grade Postponement Justification(s):**

Signature & Stamp of Course Instructor:

Date:

Signature & Stamp of Program Director:

Date:

Signature & Stamp of Vice Dean for Student Affairs:

Date:

**Registration Department**

Signature & Stamp of Staff:

Date:

**Remarks:**

\* This form must be filled by course instructor and submitted to the CGS during the final examination period.

- A grade of "Incomplete" (I) is given in the case of postponing the student's final grade for failure to complete all course requirements due to reasons acceptable to the course instructor & approved by the program director. Such requirements must be completed within the first two weeks of the following semester.
- If the student fails to complete the requirements and no grade is submitted within the specified period, the grade will be changed to "Fail" (F).
- The postponed grade should be submitted to the College of Graduate Studies using the Final Grade Amendment form within the first two weeks of the following semester.