

Recommendation for Continuing Status of a Course (CO)

Student's Name (LAST, First) _____

Major Department/Unit _____ Student Number _____

Course: Number _____ Title _____

Term: Fall Winter Summer 20_____

Reason for CO Status _____

Deadline for completion of work _____, 20_____

Name of course instructor _____

Please Print

Signature: _____

(Instructor)

Date (MM/DD/YYYY)

Signature: _____

(Department /Unit Head)

Date (MM/DD/YYYY)

For those graduate level courses (6000, 7000 and 8000) which are being taken by students enrolled in the Faculty of Graduate Studies and which continue beyond the normal academic term, the instructor shall recommend that a mark classification of "CO" be used until such time as a final grade can be established. If the course is not completed by August 31 the student must re-register for the course(s).

In the absence of an assigned mark of "CO", the student may receive a mark of "F" in that term.

Note:

A "CO" will normally not be permitted longer than twelve months. In exceptional circumstances, where a "CO" grade is requested for a second twelve months, at the time the "CO" grade is submitted, the instructor and department/unit head must also submit the "recommendation for Continuing Status of a Course" form stating the reason for the "CO" and the deadline by which the course must be completed.