

## **JanTerm Incomplete Initiative**

This program offers an opportunity for students to complete work from the fall semester that they may have missed due to medical or other extenuating circumstances. All Incompletes, including those through this program, are given at the discretion of the individual professor. The JanTerm Incomplete Initiative is not a JanTerm course and carries no credit in itself.

Through this program, students will receive academic coaching (time management, goal setting, accountability) and develop a plan to complete their assignments before the beginning of the Spring semester. Students will be required to participate in structured study hours, which vary to accommodate student schedules. Study hours and exam proctoring (if needed) will take place in the CSSAS offices (WCC211).

Students interested in this program should confer with their professors to ensure that they understand what assignments they need to complete. Those assignments should be listed by professors on the [Incomplete Grade Assignment Form](#).

Please contact [Traci Howard Moore](#) or [Cece O'Day](#) with questions.