

## **CONTRACT FOR COMPLETING ASSIGNMENTS IN A GSEHD COURSE**

Student Name	GWID #		
Phone Number	Degree		
E-Mail			
	le		
Semester and Year of Course:			
Assignments Remaining:			
DUE DATE	(mm/dd/yyyy)		
I understand that after one calendar year the grade(s) of "I" become grade(s) of "F". If I am not able to meet the due date for completion of remaining assignments I understand that it is my responsibility to contact the professor of record at least one week prior to the due date. The professor is under no obligation to extend the deadline and can elect to award a grade of "F" if I do not meet our agreed upon deadline.			
Student's Name (Please Print)	Student's Signature	Date	
Instructor Name (Please Print)	Instructor Signature	Date	
Program Director Name (Please Print)	Program Director Signature* (if appl	Program Director Signature* (if applicable) Date	

\*In cases where the instructor of the course is not a regular status faculty member, this contract should be completed in consultation with the student's program director. In these cases, the program director is also required as a signatory to this contract and may assume the role of point of contact for all student obligations under the contract terms.

## A completed copy of this document must be scanned and submitted to your Student Services Representative via email.

If you have any questions, please contact your Student Services Representative directly or via the Office of Student Life front desk at 202-994-9283.