

MATH DEPARTMENT CLASS POLICIES - Fall 2009

ATTENDANCE POLICY: Class will begin promptly. Please be in your seat and ready to begin at starting time. Attendance every day is expected. If you must miss class, you are responsible for knowing any and all materials and announcements covered in class. You are expected to stay in the classroom until class is dismissed.

ADD/DROP POLICY: The last day to add a course is census date. Prior to census date you may drop the class for any reason and no grade will be recorded. After census date and until Monday, 26 October 2009, you may drop the class with a grade of "W" only if you have made a conscientious effort to succeed in the course (i.e., have taken all exams and quizzes, turned in all homework requested, and attended class.) You **cannot** drop the course after this date, except in the case of extraordinary circumstances, provided that you file a petition with the Math Department Course Withdrawal Committee and the committee grants approval.

CLASS CODE: Do not carry on conversations in class with your neighbors or make noise that disrupts the class. Also, the class is not a place to read newspapers, etc., do other assignments, or sleep. Unacceptable behavior may result in your being asked to leave or even receiving an "F" for the class. Please turn your cell phones off or do not bring them to class. Attending class under the influence of alcohol or other substances will not be tolerated. You should be aware of and abide by the Fort Lewis College student conduct code (Section 3 of the Student Handbook.)

http://www.fortlewis.edu/shared/content/student_affairs//student_handbook.pdf

No tobacco of any kind is permitted in the classroom. Also, please be aware that smoking is not permitted within 50 feet of any building on campus.

E-MAIL: The College's official means of communication is through your FLC e-mail account. You should check it regularly (at least once a week).

CHEATING: Cheating comes in many forms (copying information from your neighbor, using "crib" sheets, plagiarism, etc.) and will not be tolerated. If you are found cheating, you may expect an "F" for the class and be reported to the Office of Academic Affairs. You should be aware of and abide by the Fort Lewis College Academic Integrity and Academic Dishonesty policies (in Academic Policies and Procedures).

<http://catalog.fortlewis.edu/content.php?catoid=4&navoid=94>

Expect to have your calculator checked during quizzes and exams and do not share calculators during quizzes and exams. Please do your own homework. Study groups are encouraged but do not merely copy another person's paper.

EXAMS: You are expected to take exams at the scheduled times. The date and time for the final exam is scheduled by the FLC Records Office and cannot be changed. You are responsible for being aware of the final exam schedule.

DISABILITIES: Fort Lewis College is committed to providing all students a liberal arts education through a personalized learning environment. If you think you have or you do have a documented disability which will need reasonable academic accommodations, please call, Dian Jenkins, the Coordinator of Disability Service, 280 Noble Hall, 247-7459, for an appointment as soon as possible.

PREREQUISITES: Prerequisites for Math classes must be satisfied with a grade of at least C-, except in the case of Math 121, which requires a grade of at least B- in Math 110.