In order to be successful in any course you take, it is important for you to be present in that class, not only in body, but also in mind. We are dedicated to making our courses in the Freshman Math Program as stimulating and productive for you as we possibly can. We have found that just one student who is disengaged or consistently absent can diminish the learning and the enthusiasm of an entire class. We are determined not to let this happen to those of you who are eager and ready to participate and engage in the scholarly process.

Therefore, we have developed a policy that rewards students who try hard, regularly attend class, turn in assignments, do assigned readings and homework, complete a portfolio, participate in class discussions and activities, and prepare for exams, but removes students who are not yet ready to make this commitment to learning. We are writing to inform you of an important policy in effect for this class: **If you do not have a grade of D- or higher (any grade above 59%) after your second exam (Wednesday, February 20th), you may not be allowed to continue in the class. Your final grade will be an “F”**.

You will receive notification if your grade is below a C- after your first exam (Wednesday, January 30th). If you receive a warning that your work is not satisfactory, you will need to change your daily work strategies in the next several weeks so that your average is at least a D- by Friday, February 22nd. If your grade is below D- and you are being asked to drop the class, you will be notified of this fact in class or by mail at your local address if you are not in class on the day the letters are distributed. At that time, your final grade will be an “F” and you will not be allowed to continue attending the class or doing class work. You may receive a letter for one of two reasons: 1) You have exceeded the maximum number of absences allowed and therefore have an “F”. If this is the case, you may not withdraw from the class and an “F” will appear on your transcript. 2) Your class average is below a D-. If this is the case, you will have approximately one week after notification to withdraw from the class. To do so, you must present a drop slip to your instructor to be signed in order to withdraw from the class. This drop slip must be signed and returned to the Records Office by the date indicated in the letter. If you have not withdrawn by that time, your final grade in this class will be an “F”.

If you have questions regarding this policy, please make an appointment to meet with me in my office or e-mail me.

Sandra Gilpin
Director, Freshman Math Program
Jones 114
247-7164
gilpin_s@fortlewis.edu