

Attendance Policy:

Your attendance will affect your grade. There will be activities and assignments conducted during class that **cannot** be made up if missed. This instructor will adhere to the college policy as stated in the EWC catalog. A student can be withdrawn from a course during the semester. However, this instructor will assign the grade earned if a student abandons class. This grade is likely to be an F. Students may choose to withdraw from this class and receive no credit with a grade of W. If an absence is due to a school activity, it is the student's responsibility to make arrangements with the instructor for any make-up assignments.

Student Conduct and Civility:

Civil behavior enhances the academic setting, and is expected at all times. The academic environment welcomes a difference of opinion, discourse, and debate within a civil environment. Students who disrupt class activities will be asked to meet with the instructor and may be asked to withdraw from this class if inappropriate or disruptive behavior continues. Please deactivate and store cell phones and pagers once class begins.

Academic Dishonesty:

Any form of academic dishonesty is unacceptable and will not be tolerated. This includes "plagiarism" – submitting work that is not your own, or failing to give credit to the work of others that you may cite in your own work. Academic dishonesty includes making unauthorized use of answers to exams, quizzes, assignments, homework, as well as copying work from fellow students or submitting work that has been completed by someone else. Students shall complete all assigned work individually unless otherwise indicated by the instructor. Academic dishonesty of any kind shall result in a **score of zero** on the assignment, quiz or exam and may result in withdrawal from the course with a grade of E, as the instructor deems appropriate. In addition, the instructor may refer the student to the appropriate E.W.C. official for further discipline.

Grading Criteria:

Grades will be determined on the basis of the **total points** received on the assignments.

Grades will be assigned as follows

A.....90-100%

B.....80-89%

C.....70-79%

D.....60-69%

F.....0-59%

W.....student withdraws: see the EWC Catalog for more information

X.....**Incomplete**: see the EWC Catalog for more information

IMPORTANT INFORMATION:

Assignments should be submitted no later than midnight on the due date. Assignments should be submitted no later than 11:55 PM on the due date. Late work **WILL NOT** be accepted.

Unless otherwise specified, all assignments must be formatted as follows: 12-point Times New Roman or Arial font, 1 inch margins, double spaced. **All assignments must be submitted as a rich text file (.rtf)**. Please make sure that every assignment submitted contains your name and date submitted. As a college student your submitted work is expected to be scholarly and submitted on time.

Projected Assignments:

1. Chapter Reading Quizzes
2. Midterm and Final Exams
3. Weekly online Discussions and Assignments
4. Abstract & Annotated Bibliography
5. Theories of Development Project/Presentation

(**Note – Instructor reserves the right to modify the assignments, deadlines, and point values of the course. If this is done, it will never be a disadvantage to you, and you will be notified in writing.)

Americans With Disabilities Education Act:

Eastern Wyoming College is committed to providing reasonable accommodations for qualified individuals with disabilities. If a student has a disability and desires a reasonable accommodation for the disability, please notify your instructor, Mrs. Debra Ochsner (532-8238) or Tom McDowell (532-8330) as soon as possible so that arrangements may be made.

General Education Requirements:

- **Communication Skills:** Graduates will be able to understand and communicate ideas and information in written and spoken English that reveals a mastery of terminology appropriate to their disciplines.
- **Analytical and Quantitative Reasoning:** Graduates will be able to solve problems through critical thinking involving analytical and quantitative reasoning at a level appropriate to their disciplines.
- **Technology Skills:** Graduates will be able to demonstrate competence using technology appropriate to their discipline.
- **Social Awareness:** Graduates will be able to demonstrate an awareness of the relationship between the individual and the world.
- **Information Literacy:** Graduates will be able to locate, evaluate, and use information effectively.

Disclaimer:

THE INSTRUCTOR RESERVES THE RIGHT, ACTING WITHIN THE POLICIES AND PROCEDURES OF EWC, TO MAKE CHANGES IN THE COURSE SCHEDULE OR ACTIVITIES. CHANGES WILL BE ANNOUNCED IN CLASS.