

COURSE EXPECTATIONS

The intent of this handout is to formalize an understanding between you (the student) and me (the faculty member). Please note each of the following as an expectation of this course.

EXPECTATION 1: As a student it is my responsibility to have read the syllabus and the assignment explanations.

EXPECTATION 2: As a student it is my responsibility to have noted/recorded [my instructor's office hours & her class commitments](#) in a location easily accessible to me

EXPECTATION 3: As a student it is my responsibility to bring all questions, comments, and reactions to this course, which affect my ability to learn to the attention of the instructor *during office hours or by appointment*.

EXPECTATION 4: As a student it is my responsibility to use class time to solicit answers to my personal questions or personal issues. These are to be brought up during office hours or by appointment so that the rest of the class is not drawn into conversations that do not relate to their learning efforts.

EXPECTATION 5: As a student it is my responsibility to attend class, be on time, and not to arbitrarily depart during class time.

EXPECTATION 6: As a student it is my responsibility to put course deadlines on my calendar and for meeting them.

EXPECTATION 7: As a student it is my responsibility to get course assignments turned in no later than the deadlines or note a grade penalty will be assessed. Turning in materials under the door of the instructor on the due date will also result in a grade penalty given that there is an expectation work will be submitted in class.

EXPECTATION 8: As a student it is my responsibility to understand that appropriate classroom behavior is important for a positive learning environment. Disrespect and insensitivity to fellow students and staff, and/or angry outbursts are unacceptable. If my behavior does not conform to this expectation the instructor will pursue a series of measures to maintain classroom decorum.

EXPECTATION 9: As a student it is my responsibility not to use my job/family as an excuse for not meeting any of the requirements for this class.

EXPECTATION 10: As a student it is my responsibility to acknowledge that the instructor is not responsible for the decisions I have made as to how to spend my time. My life is my responsibility and I will not blame the instructor for my failure to meet course requirements.