MA 1090-003 Business Algebra Additional Policies

Due to experience, I have decided to make some additional policies regarding my classroom administration and grading.

1. I do NOT allow the use of computers in my classroom. At this point, I don’t believe you are taking notes for the class if your computer is open. Thus, it is unnecessary in class.

2. There will be no retakes of exams, ever. Your score is what you get.

3. You may take an alternate exam if you talk to me about it first and explain the extenuating circumstances that make it necessary. Needing to work, babysitting your siblings, oversleeping, or needing more time to study do not pass as acceptable reasons to inconvenience me. Getting in a car crash or a death in the family, on the other hand, is sufficient reason to request to take an alternate exam. But, it is 100% your responsibility to communicate with me as soon as is possible, before the exam occurs (or as soon as possible).

4. Talking to me after the problem will be sufficient reason for me to allow you to get a zero on that test. I reserve the right to make alternate exams more difficult than the scheduled exam.

5. I will demand respectful behavior in my classroom. If you choose to be disrespectful during my class, I can guarantee I will take action to terminate your disruptive behavior.

6. You need to have a valid email address registered with Campus Information System. I will regularly send emails to the class and expect you to be responsible for receiving that information. If you have crisis-level extenuating circumstances which require flexibility, it is completely your responsibility to communicate with me as soon as possible. The longer you wait to communicate with me, the less I can and am willing to do to help.

7. If you have questions about any exam grade, or you want to appeal the grading of the exam, you must bring it to me within one week of the exam.

8. If you cheat on any homework, quiz or exam, I will automatically give you a zero for that grade. Depending on the severity of the cheating, I may decide to fail you from the class. In all cases of cheating, I will also report the incident to the Dean of Students. Additionally, if an international student cheats, I will also report the incident to the International Students Office.