**Sample Syllabus Statement**

Behavioral Expectations:

You have the opportunity to benefit from this academic course so long as your behavior is aligned with the expectations described below. You can expect:

* To have your academic performance evaluated fairly based on the standards communicated by the instructor(s)
* To know what is expected of you academically and behaviorally through the published course syllabus, the Student Code of Conduct, and other instructions provided by the instructor
* To utilize the Academic Complaint process if you have concerns with a decision made in relation to the course

In exchange for this opportunity, you are expected to uphold the following:

* Behave in accordance with the Student Code of Conduct and other College policies
* Refrain from disrupting the ability of fellow students to learn or the instructor’s ability to teach. Examples of disruption include:
  + Cell phone, pager, or computer use that significantly or repeatedly distracts others
  + Coming to class late, leaving early, or excessively physically relocating oneself in the classroom
  + Speaking frequently without being called on
  + Yelling, cursing, or engaging in aggressive behavior
* When interacting online, communicate in a respectful fashion. This includes, but is not limited to:
  + Refraining from name calling, using profanity, or typing in all capital letters
  + Sending multiple emails with one sentence
  + Avoiding rants or discussing non-relevant topics

Open discussion and disagreement are encouraged when done respectfully and in the spirit of academic discourse. There are also a variety of behaviors that, while not against a specific College rule, may create disruption in this course. Students whose behavior is disruptive or who fail to comply with the instructor may be dismissed from the class for the remainder of the class period and may need to meet with the instructor or Dean prior to returning to the next class period. If necessary, referrals may also be made to the Student Conduct process for violations of the Student Code of Conduct.

Academic Honesty Expectations:

Academic honesty is necessary for this course. By turning in an exam, assignment, paper, or other project with your name on it, you should be submitted your own work. In this course, the appropriate citation style is \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ and an online reference guide may be found at: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_. If you need assistance citing something appropriately, contact me with questions before the due date for the assignment. Be honest in all of your academic work and do not violate the Academic Honesty Policy, which states: “Academic dishonesty includes cheating, plagiarism or other improper appropriation of another’s work as one’s own and falsifying records to advance one’s academic standing.

* **Cheating** includes but is not limited to copying answers, stealing and/or disseminating tests or answer keys, using someone else’s data in preparation of reports or assignments and assisting others in such practices.
* **Plagiarism** involves the presentation of another person’s words, ideas, or work as one’s own. It includes but it is not limited to copying any material, (written or non-written) without proper acknowledgement of its source, and paraphrasing another’s work or ideas without proper acknowledgement.
* **Falsifying records** includes but is not limited to falsifying or improperly altering College records and documents, or knowingly supplying false or misleading information to others (e.g. the College, other educational institutions or prospective employers).” (Source: Student Handbook)

Other forms of academic dishonesty in this course include:

* **Inappropriate collaboration** – sharing information or working together on course work when not permitted
* **Facilitation of dishonesty** – participating in or leading any form of academic dishonesty that resulted in an unearned advantage for another student

For violations of the Academic Dishonesty Policy in this course, the following academic penalties may be imposed by the instructor(s):

* Incorrect but attempted citation: Option to redo assignment for ½ credit
* First incident of dishonesty on an assignment: Receive a zero for the assignment.
* Second incident of dishonesty on an assignment: Fail the course.
* Any dishonesty on an exam or final paper: Fail the course.

*All incidents except an incorrect but attempted citation will be reported to Student Conduct for tracking purposes.*

If you disagree with the instructor’s determination of Academic Dishonesty and/or the academic penalty imposed, you may utilize the academic complaint process to challenge the decision.