

# Syllabus Statement Examples

## Academic Integrity

Every student has a role in maintaining the academic reputation of the university. It is imperative that you refrain from violating the Honor Code and the policies included in this syllabus or stated during the delivery of this course. Violations of the University's Honor Code include, but are not limited to, copying the work of others, sharing your work with others, improper citation of sources, using another student's work, access to unauthorized materials, and any other form of academic misrepresentation. For more information, please see the Honor Code at: <http://www.housing.sc.edu/academicintegrity/honorcode.html>

Lectures and course materials (which is inclusive of my presentations, tests, exams, outlines, and lecture notes) maybe protected by copyright. You are encouraged to take notes and utilize course materials for your own educational purpose. However, you are not to reproduce or distribute this content without the instructor's expressed written permission. This includes sharing course materials to online social study sites like CourseHero and other services. Students who publicly reproduce, distribute or modify course content may be in violation of the university's Honor Code's Complicity policy, which states: sharing academic work with another student (either in person or electronically) without the permission of the instructor. To best understand the parameters around copyright and intellectual property review ACAF 1.33 "Intellectual Property Policy" at <https://sc.edu/policies/ppm/acaf133.pdf>

Any violation of the University's Honor Code will result in disciplinary measures including referring you to the Office of Academic Integrity. Non-academic penalties are imposed by the Office of Academic Integrity. Academic penalties imposed by the instructor may range from a zero on the assignment to a failing grade in the course.

## Accommodating Disabilities

Reasonable accommodations are available for students with a documented disability. If you have a disability and may need accommodations to fully participate in this class, contact the Student Disability Resource Center: phone 803-777-6142, email [sadrc@mailbox.sc.edu](mailto:sadrc@mailbox.sc.edu), or stop by Close-Hipp, 1705 College St #102. All accommodations must be approved through the Student Disability Resource Center. See <https://www.sa.sc.edu/sds/>.

## Attendance

If you are absent from a class session, you are responsible for determining and learning the material covered in class.

## Missed Tests and Quizzes

You are expected to make every effort to take required tests, quizzes, and exams as scheduled. Missed tests will receive a grade of 0 points. Make-up tests may be given for legitimate excusable absences, including illness of the student, accident, mandatory court appearance, military duty, or funeral attendance. Documentation of the circumstances will be required. If you know in advance you will miss a test, please notify the instructor in advance. If you are ill or if other extenuating circumstances cause you to miss a test, you must notify the instructor as soon as possible. Email is preferred.

## **Regrading Requests**

Requests to regrade an assignment must be submitted in writing to the instructor within one week of the assignment being returned to the class.

## **Classroom Behavior**

All cell phones are to be turned off or silenced during class (not on vibrate). All cell phones are to be put away out of view during class. There will be no text messaging, web browsing, etc., during class. There will be no food or eating during class time. Drinks with lids are acceptable. Please be respectful of each other, the instructor, and any guest presenters while in class. We are all here to learn. Any disrespectful or disruptive behavior may result in your dismissal from class (as an unexcused absence) and referral to the Office of Student Judicial Programs.

## **Amendments to the Syllabus/Rules**

Amendments and changes to the syllabus, including evaluation and grading mechanisms, are possible. The lecture schedule, reading assignments, and learning activities may be altered at the instructor's discretion. Grading schema changes that equitably provide a mechanism to improve all students' grades may also be made at the instructor's discretion. Amendments to the syllabus will be distributed in writing to all students via Blackboard.