

Required Texts

R. Irish and P.E. Weiss,

If you miss a total of more than nine hours of class meetings (the equivalent of more than three weeks of class meetings) your final grade will be reduced by 15% (e.g. an earned final grade of 80% will be reported as a final grade of 68).

This policy will be waived only for medical or compassionate reasons. If you have good reasons for waiving an another class meeting) discuss these reasons with your instructor within one week of that absence. If your absence is extended and prolonged (over one week of continuous non-attendance), then you should discuss it with your academic advisor in your home faculty, who may require documentation. That advisor may then contact all of your instructors. See also: **Medical Accommodation Policy**

Note: a class meeting mi -
course **will** count as non-attendance, and **will** attract penalties as defined above if applicable. Instructors at Western University **shall not require** a student to write a make-up test or similar at times which conflict o this, you should

order to write such a test in another class, that is **your** choice; your absence will not be excused.

Attendance also extends to tardiness. If you are more than 20 minutes late to class, you will be penalized an hour of attendance. Please make every effort to be on time as late entry can disrupt the flow of discussion in our class. Early departures from class that have not been previously arranged with the tutorial leader will also be counted as an absence. If you leave during the break, you will be docked an hour of attendance.

Scholastic Offences, Including Plagiarism

All essays and assignments must be written **in your own words**. Whenever you take an idea or a passage of text from another author, you must acknowledge this debt by using quotation marks where appropriate and by proper referencing such as footnotes or in-text citations. Plagiarism also includes **double submission**: submitting work from one course for credit in another without written permission from both professors. Plagiarism is a major academic offence. Scholastic offences are taken seriously and attended by academic penalties that may include expulsion from the program. You may read the appropriate policy on what constitutes a Scholastic Offence at the following website:

http://www.uwo.ca/univsec/pdf/academic_policies/appeals/scholastic_discipline_undergrad.pdf

Note: *In this course you will be required to submit an electronic copy of the final version of each of your written assignments to turnitin.com through your tutorial OWL site.*

Prerequisite Checking

Ensuring you have the correct prerequisite(s) is your responsibility. The following notation articulates the Senate regulation with respect to the student needing to be responsible for ensuring that course prerequisites have been completed successfully or special permission from the Dean obtained:

enroll in it, you may be removed from this course and it will be deleted from your record. This decision may not be appealed. You will receive no adjustment to your fees in the event that you are dropped

Medical Accommodation Policy

Western has a comprehensive policy covering requests for accommodation by students who are not registered with Student Accessibility Services. All students should review this policy here, under the

notice requirements:

http://www.westerncalendar.uwo.ca/PolicyPages.cfm?Command=showCategory&PolicyCategoryID=1&SelectedCalendar=Live&ArchiveID=#Page_12

In Writing courses, students covered by this policy who are seeking academic consideration must proceed as follows.

Students seeking academic consideration on medical or any other grounds for any missed tests/exams, class attendance/participation components, or late or missed assignments must either initiate a Self-Reported Absence (for a grade component worth up to 30% of their final grade, but excluding final exams scheduled during the exam period) or apply in person to the

As a general point about electronic devices in the classroom, note as well that while laptops or tablets are certainly encouraged for note-taking purposes, **cell phones are not permitted to be at hand or anywhere in view during class.** All phones must be turned off and kept in knapsacks/purses until class has concluded. If I feel that this classroom expectation regarding cell phones is not being respected, I reserve the right to ban all electronics from class for the remainder of term.



