

## Math 151 Fall 2019 IMPORTANT POLICIES

### SCIENCE DIVISION POLICY ON CHEATING

You, the student, are expected to conduct yourself with integrity. When you cheat, or aid someone else in cheating, you violate a trust. If you cheat, the following actions will be taken:

1. You will receive a grade of 0 (zero) on the work (exam, assignment, lab, quiz, etc.) where the cheating occurred. This grade cannot be dropped.
2. A report of the incident will be sent to the Dean of Students,

If you feel you have been unfairly accused of cheating, you may appeal. (For a description of the process see WAC 132H-120.)

### COURSE WITHDRAWAL POLICY AT B.C.C.

Withdrawals are classified as official only when a student returns a completed Add/Drop form, available at the Registration Center or their designee.

- (i) Through the tenth day of the quarter [**September 27, 2019**] the dropped course does not become part of the student's transcript record.
- (ii) After the tenth day of the quarter and through the last day of the seventh week of the quarter [November 1, 2019], the grade of "W" will become part of the student's transcript record. The instructor's signature is not required.
- (iii) **No official withdrawal will be permitted after the last day of the seventh week of the quarter [November 1, 2019] except for health emergencies.**
- (iv) A student who finds it necessary to withdraw completely from the college due to illness or other bona fide reasons must comply with these procedures, except that under unusual circumstances the administrator responsible for the registration may give permission and the student will receive a "W."

### MATHEMATICS DEPARTMENT POLICY

A student who does not attend class and who fails to officially withdraw will receive the grade "F."

### CALCULATOR POLICY

You are required to have a graphing calculator for this course, and it will be needed on quizzes and tests. If you do not have a graphing calculator already I can make some suggestions.

### OTHER ELECTRONICS

During class all electronics (phones, laptops, ...) other than your calculator must be off the desk. If you need an exception to this policy (e.g., "I am on call at the hospital," "My child is home sick," ..) just talk with me so I know.

Calculus is difficult enough without distractions.

### STUDENTS WITH DISABILITIES or SPECIAL NEEDS

If you have medical information to share with me in the event of an emergency, please contact me via email or come to see me during office hours. Emergency preparedness is important!

If you need course modifications / adaptations or accommodations because of a disability, I can refer you to our Disability Resource Center (DRC). If you prefer, you may contact them directly by going to B132 or by calling 425.564.2498 or TTY 425.564.4110. Information is also available on their website at <http://bellevuecollege.edu/drc/>

The most common accommodations are additional time for tests and a non-distracting test environment. These are easily arranged. My goal is to find out your level of mastery of the calculus material.

## RELIGIOUS/FAITH BASED ACOMMODATIONS

Reasonable Accommodations for Reasons of Faith and Conscience: Students who will be absent from course activities due to reasons of faith or conscience may seek reasonable accommodations so that grades are not impacted. Such requests must be made within the first two weeks of the course to the office of the Associate Vice President of Student Affairs (see Bellevue College [Policy 2950](#)). In the event you feel you are being discriminated against based on faith or conscience, you may refer to the procedures outlined in the college's Discrimination, Harassment and Retaliation Policy ([1440P](#)).

- Students will apply for accommodations through Office of the Associate Vice President of Student Affairs during the first two weeks of the quarter. (If a student asks you in the first week of class about missing days for faith and conscience, please refer them to this [Request Form](#) to document their request.)
  - In a manner similar to the DRC, the Student Affairs AVP will approve the accommodation and inform, support and work with the faculty member to accommodate the requested days. That may include an alternate test day, or extended deadlines/alternate assignments for work completed during class time. (Test make-ups can be scheduled in the testing center at no charge to the student.)
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- 2950:<https://www.bellevuecollege.edu/policies/id2950/>
  - 1440P:<https://www.bellevuecollege.edu/policies/id-1440p/>