

## 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 [**January 28, 2011**] 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 [Feb. 18, 2011], 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 [Feb. 18, 2011] 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. **You may NOT SHARE calculators during quizzes and tests.**

### OTHER ELECTRONICS

During tests and quizzes all other electronic devices (phones, laptops, ..) other than your calculator must be off the desk.

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.