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**Teacher Accessibility:** For out of class communication please email me

**Term Work:** *Term work is worth 60% of final grade, see Grading Policy.*

<i>Evaluation</i>	<i>Fraction of term work grade:</i>	<i>Tentative schedule:</i>
Quizzes*	25%	<b>Beginning of every week</b>
3 Exams	75%	<b>Exam dates are End of Week 5, Week 9 and Week 12</b>

\* Each quiz is usually between 15 and 30 minutes in duration. The students' two quizzes with the lowest grades do not count towards the final grade.

**Important:**

- There will be no make-up quizzes. If a valid medical note is presented the weight of the quiz or WeBWorK will be transferred proportionally to the remaining evaluations of the semester.
- Students who will be absent for any predictable reason on a quiz day must inform the instructor in writing within the first two weeks of the semester of their intent to be absent so that alternative arrangements can be made. The written notice must be given even when the exact date is not known until later.
- Students who are interested in completing the Comprehensive Evaluation(CE) are required to meet with the instructor within the first two weeks of the semester. In addition, an agreement on the Comprehensive Evaluation(CE) must be reached within the first month of the semester. Any student wishing to complete the Comprehensive Evaluation(CE) must meet the above two conditions.
- Please note that I do **not** use Omnivox MIO, and messages sent to MIO are unfortunately ignored.