

# Student Expectations

## Student Expectations

### Add/Drop Policy:

It is the students' responsibility to add/drop this course.

If you are adding this class, it is your responsibility to complete the registration process. If you have not completed your registration by the required date, you will not be enrolled in the course

If you wish to drop the class, it is your responsibility to file necessary paperwork with the admissions and records office. Failure to do so will result in an "F" for the class. If you drop the class prior to the drop deadline, it will not appear on your transcripts. After that date, the course will be listed on your transcripts as a "W" to indicate that you have withdrawn, and it will not affect your GPA.

### Late Work

#### ***LATE WORK WILL NOT BE ACCEPTED!!***

Late assignments will not be accepted under any circumstances. It is your responsibility to ensure that you have access to a computer with the required software and that your assignment is turned in by the date that it is due. There will be no makeup exams and no makeup assignments.

#### ***ALL ASSIGNMENTS ARE DUE THE DAY POSTED ON THE SCHEDULE***

Because of this strict policy on late assignments and the understanding that you may have problems during the course of the class, I offer opportunities for extra credit work in class. I strongly encourage you to take those opportunities.

### Behavior

***Chaffey College Behavior Code:*** All members of the Chaffey College community are expected to behave in an ethical and moral fashion, respecting the human dignity of all members of our community and resisting behavior that may cause danger or harm to others which shall include, but not limited to, violence, theft or bigotry. All members of the Chaffey College community are expected to observe established standards of scholarship and academic freedom by respecting the intellectual property of others and by honoring the right of all students to pursue their education in an environment free from harassment and intimidation.

Please review the ***Student Behavior Code for Chaffey College***[http://www.chaffey.edu/student\\_services/Behavior\\_Code.doc](http://www.chaffey.edu/student_services/Behavior_Code.doc)

↗ [\\_ \(http://www.chaffey.edu/student\\_services/Behavior\\_Code.doc\)](http://www.chaffey.edu/student_services/Behavior_Code.doc)

Integrity is an essential component of the student academic experience.

The academic evaluation a student receives for a course becomes a permanent college record and it is critical that such records be accurate and consistent. The integrity students learn and exhibit at the college will be a model for the professional integrity they practice when they complete the college work. Plagiarism, an unlawful act, which is designed as the misrepresentation of the published ideas or words of another as one's own, will not be tolerated in Chaffey College. At the discretion of the instructor, plagiarism will be punishable by either an F for the assignment or an F for the course.

Please review the **Student Academic Integrity Code**

[http://www.chaffey.edu/student\\_services/Aca\\_Integ\\_Code.doc](http://www.chaffey.edu/student_services/Aca_Integ_Code.doc) ↗  
([http://www.chaffey.edu/student\\_services/Aca\\_Integ\\_Code.doc](http://www.chaffey.edu/student_services/Aca_Integ_Code.doc))

Plagiarism is Cheating. Plagiarism is against the law. Plagiarism can get you an F in my class!

If you use the words, images, ideas, or other intellectual property from any other source in ANY of the work you do in this class, you must give reference to the person whose work it is. If you aren't sure whether or not you should give reference to the author or programmer, then just do it anyway. If you aren't sure how to cite your sources, please refer to the **Chaffey College Writing Center** for assistance

<http://www1.chaffey.edu/writingctr/research.shtml> ↗  
(<http://www1.chaffey.edu/writingctr/research.shtml%20>)

## CONSEQUENCES

Cheating of any form will not be tolerated in this course. You may receive a grade of 0 for any work if I feel that you have cheated. Please just don't do it.