**Pledge Form**

Student’s Full Name:

Year and Term (Fall, Spring, or Summer):

Course Number (Example, ITMD412):

Please read and then check the following boxes below.

I have read the course syllabus, the expectations, and the assignment submission procedure. I understand its contents and agree to accept its policies:

I understand that discussion and collaboration are encouraged. However, I must do and submit my own course work. I pledge that all course assignments that I will be submitting will be from my own work. I understand that any dishonest work will result in an automatic failing grade:

**Expectations and Assignment Submission Policy**

1. All assignments, (including assessments, projects, and any related course work) must be submitted on or before the given due dates. Late assignments are not acceptable.
2. When an assignment due date has passed, it will disappear from the class Blackboard (Bb). Please do not ask the instructor to reset the assignment due date or inform the instructor that you can no longer see the assignment on the Bb.
3. Late assignments are not acceptable unless on medical (with a doctor’s letter) or emergency situation (with proof).
4. To receive full points, a complete assignment must be submitted by following the assignment’s requirements and specifications.
5. Unless specified, all assignments must be submitted on the class Bb. All programs source code listings must be presented with the program output/result.
6. Unless requested by the instructor, no assignments should be sent to the instructor’s email address. Any assignments sent to the instructor’s email without permission will be disregarded.
7. Submitting assignments in the order assigned will ensure progression according to the academic design of the course.
8. Discussions and collaborations are permitted. However, students must do their assignments. Dishonest work will be disciplined according to the university’s policy.
9. All assignments submitted will also be uploaded to the blackboard’s SafeAssign Application tool to check for any academic honesty violations. If you are caught copying someone’s work, you will be placed in one of the following possibilities (depending on the work):
   1. You get a zero for your current assignment.
   2. You will get one letter grade less in the course; i.e. if you get an A, you will get a B grade.
   3. You will be expelled from the university.
10. If you are caught copying above, all of your previous work relating to the course will be re-examined and re-evaluated. All of your future work in the course will be closely scrutinized.
11. I am aware of the grading distribution as stated in the course syllabus.
12. The grading distribution will not be curved.
13. A student’s attitude and behavior relating to the course will be considered when a borderline grade befalls to boost up the grade to the next higher letter grade.
14. An incomplete grade is not allowed unless under extreme medical condition (with doctor’s notes).
15. Students are responsible for withdrawing from the course if no longer attend the class. Please check the university’s academic calendar on the last day allowed to withdraw from the class.
16. Bad planning on a student’s part is not an emergency on the instructor’s part.

**Note**: *After completing the task above, please save this form as PDF file and then submit the form by uploading it to the class blackboard. This form must be submitted before submitting all the course work.*