

Course Syllabus Part 2 LA 400-410-420 – Kirkpatrick Signature Series

Course Resources

Course Text:

There are no required textbooks to purchase for this course.

Students must complete the course within the applicable start and end dates.

Late Work:

Assignments are due on the date required so you do not fall behind. We recognize that circumstances may arise that prevent the completion of assignments as required. In these situations, please immediately alert your professor to determine if the situation warrants an exception.

In situations of medical illness, death, or 'acts of God,' students can also contact the Accommodations Services office. In fairness to students who adhere to the stated deadlines, a penalty of up to 10% per week may be applied to the late assignment subject to instructor discretion.

At the end of the semester, instructors are under pressure to submit grades in a timely manner. Prior agreement between the student and instructor is necessary for late assignments submitted after the end of Week 10.

Students who do not complete this course within the applicable start and end dates will receive the grade earned by the total points accumulated on the graded assignments.



Grade Breakdown Criteria

Assignment Type	Points
Class Introduction Discussion Board (Week 1)	15
Civic Engagement Project Proposal (Week 3)	10
Constitution Quiz (Week 4)	100
Amendment Quiz (Week 5)	100
Civic Engagement Project Workbook (Week 11)	200
Civic Engagement Project Survey (Week 11)	15
Discussion Boards (5 @ 25 points; 1 @ 50 points)	175
Reflection Assignments (2 @ 25)	50
Application Assignments (8@ 45)	360
Total	1025

Expectations for Students

- Students will log in as often as needed to complete their assignments and progress through their courses.
- Students will demonstrate learning based on the assigned course reading materials.
- Residential students will not miss more than two class meetings. More than two absences or two tardies will result in one full letter grade reduction. Failure to return to class after the break will be considered an absence.
- Students must log in to each registered course and complete the Syllabus & Institutional
 acknowledgment within the first 14 days of the course in order to satisfy Participation
 Verification requirements. Financial aid processes mandate the completion of this action
 within the noted time period.
- Students will treat their classmates and the Instructional Team with respect and courtesy during any interaction.
- Students will submit only their own work and will not intentionally plagiarize.
- Students are responsible for emails sent to their BU student email accounts.
- Students should expect to spend 20 hours per week to complete the activities and assignments in this nine-credit hour cluster.



Expectations for Faculty

- The Instructional Team will respond to all student inquiries within 48 hours, including weekends.
- Final course grades will be submitted to the Registrar's office no later than 7 days after the applicable course end date.
- Instructors will advise students and provide individual feedback as well as group feedback on course assignments, including comments, grades, and use of the grading rubrics.
- Instructors will not change course requirements, including assignments, grading, assigned course materials, or reading articles. While an instructor may provide external learning materials to students, these materials are optional and cannot be utilized in grading student assignments or final grades.
- The final grade is determined by the total points earned at the end of the course.
- Contact information for your Instructional Team can be found by clicking the Instructor Information in the Right Navigation Menu.