

***** Instructions *****

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Course Syllabus

University of Alaska Fairbanks, Community & Technical College

Course Information

<i>Course Number & Section:</i>	Type response here.
<i>Title:</i>	Type response here.
<i>Credits:</i>	Type response here.
<i>Prerequisite:</i>	Type response here.
<i>Location:</i>	Type response here.
<i>Meeting Days & Time:</i>	Type response here.
<i>Start & End Date:</i>	Type response here.

Course Type

<i>Course Type:</i>	Type response here.
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Instructor Information

<i>Name:</i>	Type response here.
<i>Office Location:</i>	Type response here.
<i>Student Office Hours:</i>	Type response here.
<i>Email:</i>	Type response here.
<i>Telephone:</i>	Type response here.

Course Description

UAF Catalog Course Description:

Type response here.

In-depth Course Description:

Type response here or delete this subsection.

Representative Course Readings/Materials

Required Course Textbook:

<i>Title:</i>	Type response here.
<i>Author:</i>	Type response here.

<i>Edition:</i>	Type response here.
<i>Publisher:</i>	Type response here.
<i>ISBN:</i>	Type response here.

Required Material, Resources or Tools:

Type response here or delete this subsection.

Optional or Recommended Textbooks/Materials, Resources or Tools:

Type response here or delete this subsection.

Student Learning Outcomes

Upon successful completion of the course, the student will be able to do the following:

1. Type response here.
2. Type response here.
3. Type response here.
4. Type response here.
5. Type response here.
6. Type response here.
7. Type response here.
8. Type response here.
9. Type response here.

Instructional Methods

This course teaches students through...

Course Policies

Attendance: Type response here.

Due Dates: Type response here.

Late Assignments: Type response here.

Other Important Dates: Check the UAF Academic Calendar for important dates related to fee payment and the last day to drop or withdraw from courses. The calendar can be viewed online at: <https://catalog.uaf.edu/calendar/>

Plagiarism/Academic integrity: Plagiarism and cheating are serious offenses and may result in failure on exams, papers, projects, or courses. The standards in this class will follow the *Student Code of Conduct* policy stated in the current UAF Catalog.

Evaluation

Final grades are calculated from the points earned in the following areas:

[Replace with Grading Category name, e.g. Assignments, Homework, Quiz, Projects, Midterm, Final Exam, etc.]	pts (%)
Type description and expectations here or delete this row	

[Replace with Grading Category name, e.g. Assignments, Homework, Quiz, Projects, Midterm, Final Exam, etc.]	pts (%)
Type description and expectations here or delete this row	
[Replace with Grading Category name, e.g. Assignments, Homework, Quiz, Projects, Midterm, Final Exam, etc.]	pts (%)
Type description and expectations here or delete this row	
[Replace with Grading Category name, e.g. Assignments, Homework, Quiz, Projects, Midterm, Final Exam, etc.]	pts (%)
Type description and expectations here or delete this row	

Letter grades for the course will be determined as follows and will reflect the *Grading System* policy stated in the current UAF Catalog.

- A 100% - 90%
- B 89% - 80%
- C 79% - 70%
- D 69% - 60%
- F below 60%

Incomplete - The letter “I” (Incomplete) is a temporary grade used to indicate that the student has satisfactorily completed (C or better) the majority of work in a course but for personal reasons beyond the student’s control, such as sickness, has not been able to complete the course during the regular Semester. Negligence or indifference are not acceptable reasons for an “I” grade.”

Course Schedule

The following table of information indicates planned dates for coverage of major course topics, corresponding readings, and assignment and exam due dates.

Week No.	Date	Major Topics	Reading Assignment	Assignment & Exam Due Dates
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				

15				
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***** Instructions *****

Below is an alternative Course Calendar format.
Choose the format you prefer to use and delete the other format well as these instructions.

***** Delete these instructions and the unused Course Calendar Format *****

Course Schedule

The following information indicates planned dates for coverage of major course topics, corresponding readings, and assignment and exam due dates.

Week 1

<i>Session Dates:</i>	
<i>Major Topics:</i>	
<i>Reading Assignment:</i>	
<i>Assignments & Exam Due Dates:</i>	

Week 2

<i>Session Dates:</i>	
<i>Major Topics:</i>	
<i>Reading Assignment:</i>	
<i>Assignments & Exam Due Dates:</i>	

Week 3

<i>Session Dates:</i>	
<i>Major Topics:</i>	
<i>Reading Assignment:</i>	
<i>Assignments & Exam Due Dates:</i>	

Week 4

<i>Session Dates:</i>	
<i>Major Topics:</i>	

<i>Reading Assignment:</i>	
<i>Assignments & Exam Due Dates:</i>	

Week 5

<i>Session Dates:</i>	
<i>Major Topics:</i>	
<i>Reading Assignment:</i>	
<i>Assignments & Exam Due Dates:</i>	

Week 6

<i>Session Dates:</i>	
<i>Major Topics:</i>	
<i>Reading Assignment:</i>	
<i>Assignments & Exam Due Dates:</i>	

Week 7

<i>Session Dates:</i>	
<i>Major Topics:</i>	
<i>Reading Assignment:</i>	
<i>Assignments & Exam Due Dates:</i>	

Week 8

<i>Session Dates:</i>	
<i>Major Topics:</i>	
<i>Reading Assignment:</i>	
<i>Assignments & Exam Due Dates:</i>	

Week 9

<i>Session Dates:</i>	
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<i>Major Topics:</i>	
<i>Reading Assignment:</i>	
<i>Assignments & Exam Due Dates:</i>	

Week 10

<i>Session Dates:</i>	
<i>Major Topics:</i>	
<i>Reading Assignment:</i>	
<i>Assignments & Exam Due Dates:</i>	

Week 11

<i>Session Dates:</i>	
<i>Major Topics:</i>	
<i>Reading Assignment:</i>	
<i>Assignments & Exam Due Dates:</i>	

Week 12

<i>Session Dates:</i>	
<i>Major Topics:</i>	
<i>Reading Assignment:</i>	
<i>Assignments & Exam Due Dates:</i>	

Week 13

<i>Session Dates:</i>	
<i>Major Topics:</i>	
<i>Reading Assignment:</i>	
<i>Assignments & Exam Due Dates:</i>	

Week 14

<i>Session Dates:</i>	
<i>Major Topics:</i>	
<i>Reading Assignment:</i>	
<i>Assignments & Exam Due Dates:</i>	

Week 15

<i>Session Dates:</i>	
<i>Major Topics:</i>	
<i>Reading Assignment:</i>	
<i>Assignments & Exam Due Dates:</i>	

UAF Syllabus Addendum (Revised 8/22/2022)

<https://www.uaf.edu/uafgov/faculty-senate/curriculum/syllabus-addendum.php>

COVID-19 statement: Students should keep up-to-date on the university's policies, practices, and mandates related to COVID-19 by regularly checking this website:

<https://sites.google.com/alaska.edu/coronavirus/uaf?authuser=0>

Further, students are expected to adhere to the university's policies, practices, and mandates and are subject to disciplinary actions if they do not comply.

Student protections statement: UAF embraces and grows a culture of respect, diversity, inclusion, and caring. Students at this university are protected against sexual harassment and discrimination (Title IX). Faculty members are designated as responsible employees which means they are required to report sexual misconduct. Graduate teaching assistants do not share the same reporting obligations. For more information on your rights as a student and the resources available to you to resolve problems, please go to the following site:

<https://catalog.uaf.edu/academics-regulations/students-rights-responsibilities/>.

Disability services statement: I will work with the Office of Disability Services to provide reasonable accommodation to students with disabilities.

ASUAF advocacy statement: The Associated Students of the University of Alaska Fairbanks, the student government of UAF, offers advocacy services to students who feel they are facing issues with staff, faculty, and/or other students specifically if these issues are hindering the ability of the student to succeed in their academics or go about their lives at the university. Students who wish to utilize these services can contact the Student Advocacy Director by visiting the ASUAF office or emailing asuaf.office@alaska.edu.

Student Academic Support:

- Speaking Center (907-474-5470, uaf-speakingcenter@alaska.edu, Gruening 507)
- Writing Center (907-474-5314, uaf-writing-center@alaska.edu, Gruening 8th floor)
- UAF Math Services, uaf-traccloud@alaska.edu, Chapman Building (for math fee paying students only)
- Developmental Math Lab, Gruening 406
- The Debbie Moses Learning Center at CTC (907-455-2860, 604 Barnette St, Room 120, <https://www.ctc.uaf.edu/student-services/student-success-center/>)
- For more information and resources, please see the Academic Advising Resource List (https://www.uaf.edu/advising/lr/SKM_364e19011717281.pdf)

Student Resources:

- Disability Services (907-474-5655, uaf-disability-services@alaska.edu, Whitaker 208)
- Student Health & Counseling [6 free counseling sessions] (907-474-7043, <https://www.uaf.edu/chc/appointments.php>, Gruening 215)
- Center for Student Rights and Responsibilities (907-474-7317, uaf-studentrights@alaska.edu, Eielson 110)
- Associated Students of the University of Alaska Fairbanks (ASUAF) or ASUAF Student Government (907-474-7355, asuaf.office@alaska.edu, Wood Center 119)

Nondiscrimination statement: The University of Alaska is an affirmative action/equal opportunity employer and educational institution. The University of Alaska does not discriminate

on the basis of race, religion, color, national origin, citizenship, age, sex, physical or mental disability, status as a protected veteran, marital status, changes in marital status, pregnancy, childbirth or related medical conditions, parenthood, sexual orientation, gender identity, political affiliation or belief, genetic information, or other legally protected status. The University's commitment to nondiscrimination, including against sex discrimination, applies to students, employees, and applicants for admission and employment. Contact information, applicable laws, and complaint procedures are included on UA's statement of nondiscrimination available at www.alaska.edu/nondiscrimination. For more information, contact:

UAF Department of Equity and Compliance
1692 Tok Lane, 3rd floor, Constitution Hall, Fairbanks, AK 99775
907-474-7300
uaf-deo@alaska.edu

Additional syllabi statement for courses including off-campus programs and research activities:
University Sponsored Off-Campus Programs and Research Activities

We want you to know that:

1. UA is an AA/EO employer and educational institution and prohibits illegal discrimination against any individual: www.alaska.edu/nondiscrimination.
2. Incidents can be reported to your university's Equity and Compliance office (listed below) or online reporting portal. University of Alaska takes immediate, effective, and appropriate action to respond to reported acts of discrimination and harassment.
3. There are supportive measures available to individuals that may have experienced discrimination.
4. University of Alaska's Board of Regents' Policy & University Regulations (UA BoR P&R) 01.02.020 Nondiscrimination and 01.04 Sex and Gender-Based Discrimination Under Title IX, go to: <http://alaska.edu/bor/policy-regulations/>.
5. UA BoR P&R apply at all university owned or operated sites, university sanctioned events, clinical sites and during all academic or research related travel that are university sponsored.

For further information on your rights and resources [click here](#).