



NORTH CAROLINA AGRICULTURAL AND TECHNICAL STATE UNIVERSITY

Course Syllabus

Course Information

Course Number/Section

Course Title

Term

Days & Times

Professor Contact Information

Professor

Office Phone

Other Phone

Email Address

Office Location

Office Hours

Other Information

Course Pre-requisites, Co-requisites, and/or Other Restrictions

Course Description

If both undergraduate (UG) and graduate (G) students are enrolled in the course (e.g., 600-level courses), please specify the learning outcomes for UG and G. Learning outcomes should be specific, measurable, and focus on the content knowledge the students are expected to master and not what the faculty will teach.

Student Learning Objectives/Outcomes (Undergraduate)

The graduate learning outcomes should be “progressively more advanced in academic content than undergraduate programs” (SACS CR 3.6.1). In addition, the instruction and resources for graduate students should “foster independent learning, enabling the graduate to contribute to a profession or field of study” (SACS CR 2.6.2)

Student Learning Objectives/Outcomes (Graduate)

Required Textbooks and Materials

Required Texts

Required Materials

Suggested Course Materials

Suggested Readings/Texts

Suggested Materials

Assignments & Academic Calendar

Topics, Reading Assignments, Due Dates, Exam Dates (optional: withdrawal dates, holidays, etc.)

Grading Policy

Course Policies

Make-up exams

Extra Credit

Late Work

Special Assignments

Class Attendance

Classroom Citizenship

Technical Support

If you experience any problems with you're A&T account you may call Aggie Tech Support (formerly Help Desk) at 336.334.7195.

Field Trip Policies / Off-Campus Instruction and Course Activities

Student Affairs website <http://www.ncat.edu/~staffair/>;

Student Handbook: <http://www.ncat.edu/~deanofst/Handbook.htm>;

Student Travel Procedures and Student Travel Activity Waiver

<http://businessfinance.ncat.edu/policies%20and%20procedures%20index.htm>

*Off-campus, out-of-state, and foreign instruction and activities are subject to state law and University policies and procedures regarding travel and risk-related activities. Information regarding these rules and regulations may be found at the website address: **Student Travel Procedures and Student Travel Activity Waiver***

<http://businessfinance.ncat.edu/policies%20and%20procedures%20index.htm>.

Additional information is available from the office of Student Affairs, please check the website at <http://www.ncat.edu/~staffair/>.

Below is a description of any travel and/or risk-related activity associated with this course.

Other Policies (e.g., copyright guidelines, confidentiality, etc.)

Student Handbook: <http://www.ncat.edu/~deanofst/Handbook.htm>

Family Educational Rights and Privacy Act

http://www.ncat.edu/~registra/ferpa_info/index.htm

Student Conduct & Discipline

North Carolina A&T State University has rules and regulations that govern student conduct and discipline meant to ensure the orderly and efficient conduct of the educational enterprise. It is the responsibility of each student to be knowledgeable about these rules and regulations. Please consult the undergraduate

http://www.ncat.edu/~acdaffrs/Bulletin_2008-2010/2008-2010_Undergraduate_Bulletin.pdf

and graduate bulletins: 2008-2010 Graduate Catalog.doc

<http://www.ncat.edu/~gradsch/cstudents.html> and student handbook

<http://www.ncat.edu/~deanofst/Handbook.htm> for detailed information about specific policies such as academic dishonesty, cell phones, change of grade, disability services, disruptive behavior, general class attendance, grade appeal, incomplete grades, make up work, student grievance procedures, withdrawal, etc.

These descriptions and timelines are subject to change at the discretion of the Professor.

01.27.09 – Submitted to Faculty Senate by LEW