English 100 Consent Form
Must be signed and returned by everyone

I understand the attendance policy. Writing Lab hours will count as class attendance with a scale of one hour equaling one class. I must schedule and complete 12 hours in the Lab by the end of the semester. I know that any absences more than three will cause my final course grade to fall by one third of a grade. I further realize that absences in excess of eight will probably cause course failure.

I understand that attendance will be taken each class with a written roster. Failure to get my name on the roster is my fault and constitutes an absence.

I understand that I may be late up to ten minutes without a lateness (however I may miss a class activity, which cannot be made up, and suffer the consequence of that); however, after ten minutes, I will be late (and three late arrivals equals one absence). I will not enter class after fifteen minutes late. If my professor is not in class by fifteen minutes after the start of class, I may leave without penalty.

I understand that I must do all the work or that I will fail the course.

I understand that cell phones should be turned off prior to the start of class, and that while they may ring during the class, they are never to be answered. If I answer a cell phone, I understand that I have just received an absence.

I understand that my behavior must conform to the standards as articulated in the University Code of Conduct. Any disruptions, disrespect, or obscenity will cause an absence and may require a written explanation for my actions submitted to Dr. Hoogeveen, Dr. Marilyn Button (Department of English Chair), and Dr. Willis (Dean of School of Humanities) before I may return to class.

I understand how the grades will be calculated for all my assignments and I understand how my final grade will be computed.

I understand and will abide by the syllabus.

Signature and date: ![](signature.png)