English 103 Consent Form
Must be signed and returned by everyone

I understand the attendance policy. There are NO excused or unexcused absences. I know that any and all 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 or with quizzes. Failure to get my name on the roster or to take a quiz 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); after ten minutes, I will be late (and three late arrivals equals one absence). I will not enter class after fifteen minutes late. If Dr. Hoogeveen 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 (the three major assignments, including their revisions, if required) or that I will automatically 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. Button (Department of English Chair), and Dr. Willis (Dean of School of Humanities) before I may return to class.

I understand plagiarism, have read the Faculty Statement on Plagiarism, know what it means, how to avoid it, and the consequences of plagiarizing in this class. I understand that plagiarism will likely cause course failure because it will cause an assignment to receive a zero.

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, which shall serve as our contract for this semester.

Signature and date: ___________________