Fall 2012 Course Policy

Instructor: Kevin Lin
Course web page: [http://math.arizona.edu/~klin/prob](http://math.arizona.edu/~klin/prob)

This document contains only the policy. Consult the web page above for all other course information, including textbooks, syllabus, homework assignments, office hours, and course calendar.

All course information, including this policy, are subject to change at any time. All changes will be posted to the course web page and announced in class as soon as possible. You are responsible for being aware of these changes.

**Attendance.** You are expected to be familiar with the University Class Attendance policy as it appears in the General Catalog. If you miss a class, it is your responsibility to keep informed of any announcements, syllabus adjustments, or policy changes. **You must attend the first two classes of the semester. You will be dropped from the course if you do not.** If you cannot attend class but wish to stay in this section, contact me now.

**Grading.** Your grade will be based on the following:

- **In-class quizzes + homework problems** 20%
- **2 midterm exams** totaling 40%
- **Final exam** 40%

Letter grades will be assigned on the usual scale: A (90 - 100%), B (80 - 89%), C (70 - 79%), D (60 - 69%), E (< 60%).

**Quizzes and homework.** Written homework problems from Grinstead and Snell will be assigned each class and posted to the course web page. These are to be written up clearly and turned in on the stated due date.

In addition, exercises will be assigned from Schaum’s Outline. These are not to be turned in, but in-class quizzes based on these exercises will be given every 1 or 2 weeks. You are thus still expected to know how to solve all assigned homework and exercise problems on exams and on the final.

You are encouraged to work together on homework. However, the work you turn in must be your own; this applies to computer programs and the outputs of programs as well.

**Exam policy.** All quizzes and exams (including the final) are required. I will drop the lower midterm score if it helps your grade. If you miss an exam (including the final) without permission, your score will be 0. Make-up exams may be given under extraordinary circumstances at the discretion of the instructor.
The University’s final exam regulations will be strictly followed; see http://www.registrar.arizona.edu/schedule101/exams/examrules.htm.

**Electronic devices, including calculators, are not allowed during quizzes, exams, or the final.** This means you should turn off and put away all calculators, laptops, tablets, netbooks, phones, music players, e-readers, Google Glasses, etc.

**Standard for written work.** On quizzes and exams, you are expected to *write clearly and legibly*: If your answer cannot be deciphered, you will not receive credit (even if it may be correct). Unless otherwise stated, you should *show your work and explain what you’re doing*. Finally, *partial credit is given only for partially correct solutions*. Points will not be given for reciting random facts.

**Academic integrity.** You are expected to behave in accordance with the Student Code of Conduct and the Code of Academic Integrity. University policies can be found at http://deanofstudents.arizona.edu/policiesandcodes.

**Disabilities.** If you anticipate issues related to the format or requirements of this course, please see me as soon as possible *(no later than Tuesday, 8/28)* to discuss ways to ensure your full participation in the course. If formal, disability-related accommodations are necessary, it is very important that you register with Disability Resources (621-3268; http://drc.arizona.edu). Accomodations will be made on a case-by-case basis.

**Withdrawing.** If you withdraw from the course by Sept. 16, the course will be deleted from your enrollment record. If you withdraw by Oct. 12, you will receive a grade of *W*; after this date, the University allows withdrawals only with the Dean’s signature. Late withdraws will be dealt with on a case-by-case basis. Requests for late withdraw without a valid reason will not be honored.

**Incompletes.** The grade of *I* will be awarded if ALL of the following conditions are met:

1. You have completed all but a small portion of the required work.
2. You have scored at least 50% on the work completed.
3. You have a valid reason for not completing the course on time.
4. You agree to make up the material in a short period of time.
5. You ask for the incomplete before grades are due (which is 48 hours after the scheduled time for the final exam).