

## Course Regulation and Penalty Schedule

Action	Sanction
Saying “I did not know” about these rules	Penalty doubles
Repeat offense	Penalty doubles
Not signing this document	F for the course
Fake emergency excuse	F for the course
Another person logs into your software* account	F for the course
Plagiarism or Electronic communication on exams†	F for the course
Opening homework pages of software* on exams†	F for the course
Notebook contains keys or only final answers to problems	F for the course
Phones outside bags or backpacks on exams†	F for the course
Advanced calculator visible on exams†	30 points per occurrence
Opening unauthorized websites on exams†	20 points per occurrence
Bringing printout of any formula sheet to exams†	15 points per sheet
Talking/looking sideways/sharing calculator on exams†	15 points per occurrence
Bringing printout of software* to exams†	10 points per printed problem
Loose or stapled papers on exams†	5 points per page
Visible music device† (headset+ iPod or phone, etc.)	5 points per occurrence
Food, meals, water, drinks, gum, chips, snack, ice, candy, etc.§	5 points per occurrence
Face/eyes/ears covered by any obstruction§	5 points per occurrence
Unauthorized typing/scrolling/surfing/clicking in class	5 points per occurrence
This document handed or uploaded after the first week	3 points per calendar day
Banner email different from Lamar.edu email	may not receive email
Failure to submit software* response before deadline	loss of un-submitted points
Late DRC arrangement <sup>∞</sup>	regular exam

\*Such as WebAssign or Aleks. †Even if not used. §If you have a medical or a similar excuse you need to give me a letter explaining your condition before the occurrence. <sup>∞</sup>72 hours prior to each test send me an email. Points deductions are from a current or upcoming exam.

By signing or uploading this file I agree to the following:

- I have read the course information/syllabus and agree to abide by Class Policies, Penalty Schedule listed above, University Plagiarism Regulations, and University Academic Honesty Regulations.
- I understand that I cannot say “I did not know.”
- I further understand that bonus points are at the discretion of the instructor and they can be withheld as a result of violating class policies.

Print First Name	Print Last Name	Signature	Course/Date
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