

SAMPLE COURSE SYLLABUS

Course Title/ Number/Section Course Location

Your Name
Your Office Location
Your Contact Information
Office Hours

COURSE DESCRIPTION

Paragraph description of the course which can be found on SVSU website.

COURSE LEARNING GOALS/OBJECTIVES

Be sure to ask your department chair if the department has learning goals already established for this course. Also, inquire as to whether this is a General Education class because there are set learning goals for each GenEd category. After exploring each of these avenues, you should include any of these required goals on your syllabus. Along with these, however, you can also include your own goals.

LEARNING COMPONENTS

Textbook/Author and other required materials for successful course completion.
Course Assignments- a brief discussion of what these will be.
Exams/Quizzes- a brief discussion on the kind and frequency.

COURSE GUIDELINES

Attendance Policy
Exam/Quiz Attendance Policy
Assignment Due Date Policy
Honor Code: *Neither cheating nor plagiarism will be tolerated. Academic honesty is ultimately expected of each student at SVSU. Violation of this will result in failure. See <http://www.svsu.edu/stuserve/studenthandbook/code.html> to review the University's policy on Academic Honesty.*
Punctuality
Electronic Use Policy
Student Conduct including expectations for academic honesty and sexual harassment

GRADING PLAN

Explain how you will grade the assignments/exams/quizzes/ etc. and the point values for each. You can then compute the number of points necessary for the following grades. The official SVSU point system is as follows:

Grade	Percentages	Possible Points
A	95% and above	
A-	90 to 93 %	

B+	88 to 89 %	
B	85 to 87 %	
B-	80 to 83 %	
C+	78 to 79 %	
C	70 to 77 %	
D	60 to 69 %	
F	59 % and under	

You are, however, at liberty to compose your own grading plan.

COURSE CALENDAR

Date	Topic	Required Assignments
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DISABILITY STATEMENT

STUDENTS WITH SPECIAL NEEDS: People with any disability that might affect performance in class are encouraged to seek help from me at the beginning of the semester. This syllabus is available in alternative formats to students with disabilities.

DISCLAIMER

All contents of this syllabus are subject to change at the discretion of the instructor.

APPENDICES

Should you want to include your assignments and the rubrics for these assignments, you can tag these to the end of the syllabus in the form of appendices.