

University of Alberta
Department of Mathematical & Statistical Sciences

Course Title & Number, Section Number
Academic Term & Year

[REDACTED] [REDACTED]
[REDACTED] [REDACTED]
[REDACTED] [REDACTED]
[REDACTED] [REDACTED]
[REDACTED] [REDACTED]
[REDACTED] [REDACTED]
[REDACTED] [REDACTED]
[REDACTED] [REDACTED]
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| [REDACTED] | [REDACTED] | [REDACTED] | [REDACTED] |
| [REDACTED] | [REDACTED] | [REDACTED] | [REDACTED] |
| [REDACTED] | [REDACTED] | [REDACTED] | [REDACTED] |

[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

Grade Evaluation:

[Redacted]

| | | |
|------------|------------|------------|
| [Redacted] | [Redacted] | [Redacted] |
| [Redacted] | [Redacted] | [Redacted] |
| [Redacted] | [Redacted] | [Redacted] |
| [Redacted] | [Redacted] | [Redacted] |
| [Redacted] | [Redacted] | [Redacted] |

Note: The date of the final examination is set by the Registrar and takes precedence over the final examination date reported in this document. Students must verify this date on BearTracks when the Final Exam Schedule is posted.

[Redacted]

Grades are unofficial until approved by the Department and/or Faculty offering the course.

[Redacted]

[Redacted]

[Redacted]

[Redacted]

[Redacted]

[Redacted]

[Redacted]

[Redacted]

[Redacted]

[Redacted]

Excused Absence Where the Cause is Religious Belief:

For an excused absence where the cause is religious belief, a student must contact the instructor(s) within two weeks of the start of Fall or Winter classes to request accommodation for the term (including the final exam, where relevant). Instructors may request adequate documentation to substantiate the student request.

Missed Term Work

A student who cannot (write a midterm, complete a term assignment, ...; complete as appropriate for your course) due to incapacitating illness, severe domestic affliction or other compelling reasons can apply for an excused absence. To apply for an excused absence, a student must inform the instructor within two working days following the scheduled date of the term work or term exam missed, or as soon as the student is able, having regard to the circumstances underlying the absence. In all cases, instructors may request adequate documentation to substantiate the reason for the absence at their discretion.

An excused absence is a privilege and not a right; there is no guarantee that an absence will be excused. Misrepresentation of Facts to gain an excused absence is a serious breach of the *Code of Student Behaviour*.

Missed Final Examination:

A student who cannot write the final examination due to incapacitating illness, severe domestic affliction or other compelling reasons can apply for a deferred final examination. Students who failed at the start of term to request exam accommodations for religious beliefs are expected to follow the normal deferred final examination process. Such an application must be made to the student's Faculty office within two working days of the missed examination and must be supported by a Statutory Declaration (in lieu of a medical statement form) or other appropriate documentation (Calendar section 23.5.6). Deferred examinations are a privilege and not a right; there is no guarantee that a deferred examination will be granted. Misrepresentation of Facts to gain a deferred examination is a serious breach of the *Code of Student Behaviour*.

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Re-examination:

A student who writes the final examination and fails the course may apply for a re-examination. Re-examinations are rarely granted in the Faculty of Science. These exams are governed by University (Calendar section 23.5.5) and Faculty of Science Regulations (Calendar section 192.5.3). Misrepresentation of Facts to gain a re-examination is a serious breach of the *Code of Student Behaviour*.

STUDENT RESPONSIBILITIES

Academic Integrity:

The University of Alberta is committed to the highest standards of academic integrity and honesty. Students are expected to be familiar with these standards regarding academic honesty and to uphold the policies of the University in this respect. Students are particularly urged to familiarize themselves with the provisions of the *Code of Student Behaviour* (online at www.governance.ualberta.ca) and avoid any behaviour which could potentially result in suspicions of cheating, plagiarism, misrepresentation of facts and/or participation in an offence. Academic dishonesty is a serious offence and can result in suspension or expulsion from the University.

All forms of dishonesty are unacceptable at the University. Any offense will be reported to the Senior Associate Dean of Science who will determine the disciplinary action to be taken. Cheating, plagiarism and misrepresentation of facts are serious offenses. Anyone who engages in these practices will receive at minimum a grade of zero for the exam or paper in question and no opportunity will be given to replace the grade or redistribute the weights. As well, in the Faculty of Science the sanction for **cheating** on any examination will include **a disciplinary failing grade (NO EXCEPTIONS)** and senior students should expect a period of suspension or expulsion from the University of Alberta.



Exams:

Your student photo I.D. is required at exams to verify your identity. Students will not be allowed to begin an examination after it has been in progress for 30 minutes. Students must remain in the exam room until at least 30 minutes has elapsed. Electronic equipment cannot be brought into examination rooms.

Cell Phones:

Cell phones are to be turned off during lectures, labs and seminars. Cell phones are not to be brought to exams.

Audio or Video Recording:

Audio or video recording, digital or otherwise, of lectures, labs, seminars or any other teaching environment by students is allowed only with the prior written consent of the instructor or as a part of an approved accommodation plan. Student or instructor content, digital or otherwise, created and/or used within the context of the course is to be used solely for personal study, and is not to be used or distributed for any other purpose without prior written consent from the content author(s).

Students Eligible for Accessibility-Related Accommodations (students registered with Specialized Support & Disability – SSDS):

Eligible students have both rights and responsibilities with regard to accessibility-related accommodations. Consequently, scheduling exam accommodations in accordance with SSDS deadlines and procedures is essential. Please note adherence to procedures and deadlines is required for U of A to provide accommodations. Contact SSDS (www.ssd.ualberta.ca) for further information.

Student Success Centre:

Students who require additional help in developing strategies for better time management, study skills, or examination skills should contact the Student Success Centre (2-300 Students Union Building).

Decima Robinson Support Centre for Mathematical & Statistical Sciences:

Students who require additional help with assignments or have questions about the course material in general are encouraged to visit the Decima Robinson Support Centre (528 Central

Academic Building). Graduate students will be available to provide one-on-one help. In order to get maximum help during each visit, students are asked to be specific about the problem with which they are seeking help. The Centre is open Monday to Friday, 9:00–15:00.

Policy about course outlines can be found in section 23.4(2) of the University Calendar.

Disclaimer:

Any typographical errors in this Course Outline are subject to change and will be announced in class.

Copyright:

Dr. XXX, Department of Mathematical & Statistical Sciences, Faculty of Science, University of Alberta (year).