



DSN*1100*01 / INTRODUCTION TO DESIGN AND VISUAL CULTURE / SPRING 2019

COURSE CONTRACT

NAME _____

ATTENDANCE:

It is required of that the student attends all classes, and completes in the time allotted, and specifications provided, all assignments, projects and tests. Failure to do so will result in a negative impact on both the specific project/assignment and the final course grade.

Each class, unless otherwise specified, will begin on MONDAY EVENINGS during the semester when school is in session promptly at 5:15 pm. Students arriving to class later than 5:30 pm will be admitted into class and permitted to participate, however, more than two (2) late arrivals will be considered the same as a single, unexcused absence.

One (1) absence, with excuse, is permitted. Two (2) unexcused absences are permitted. More than two unexcused absences will result in lowering of the final grade by a minimum one-half letter grade.

MORE THAN 3 UNEXCUSED ABSENCES WILL RESULT IN A FINAL COURSE GRADE OF "F"

Notification of an absence must be made DURING THE WEEK PRIOR to absence. This MUST be done via phone, text or e-mail no later than 3:00 pm on the day of class absence. **NOTE: Informing a fellow classmate of your intention to miss a class will NOT be considered an "excused" absence.**

GRADING:

Missed "in-class" tests due to an unexcused absence will result in a "0" (zero) grade and cannot be "made up." Late assignments will be graded and, based upon circumstances and degree of lateness, reduced by a minimum of one-half letter grade. Make-up tests will be available to students who miss a test due to (and only due to) an excused absence. It is further required that each student shall obtain the textbook(s), publications and all analog and digital creative materials to satisfactorily complete all course assignments.

TECHNOLOGY:

Use of cell phones and other mobile devices for purposes other than course-related activities and projects is specifically prohibited. Laptop computers, for the purpose of note taking are permitted. Any student cell phone receiving an audible message/call during class will result in immediate expulsion of the student from that class. The student will be marked absent for that class meeting and all subsequent projects missed as result of the infraction during that class will be graded as "0." These conditions shall apply regardless of the time during class when the infraction occurs.

ACKNOWLEDGEMENT AND CONSENT:

I have read, fully understand, and agree to comply with the course syllabus and the above course guidelines as stated. I further understand that a lack of compliance with them can and will have an adverse effect on my final grade.

Signature

Date