AU: MATH 165 College Algebra
OU: MA 108 Introductory College Algebra
**AU: MATH 165 College Algebra**  
**OU: MA 108 Introductory College Algebra**  
Consortium of Adventist Colleges and Universities

**Self-Paced Format**  
This course follows a self-paced online format. You have 180 days from your selected start date to complete the course. The last day to withdraw with a full refund is 15 days after your start date.

**Instructor Contact**  
Please refer to course in LearningHub for the teacher contact information.

**Other Assistance**

<table>
<thead>
<tr>
<th>Assistance</th>
<th>Contact Email</th>
<th>Contact Phone</th>
</tr>
</thead>
<tbody>
<tr>
<td>Username and password assistance</td>
<td><a href="mailto:helpdesk@andrews.edu">helpdesk@andrews.edu</a></td>
<td>(269) 471-6016</td>
</tr>
<tr>
<td>Enrollment and withdrawal questions</td>
<td><a href="mailto:sderegister@andrews.edu">sderegister@andrews.edu</a></td>
<td>(269) 471-6323</td>
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<tr>
<td>Technical assistance with online courses</td>
<td><a href="mailto:dlit@andrews.edu">dlit@andrews.edu</a></td>
<td>(269) 471-3960</td>
</tr>
<tr>
<td>Exam requests and online proctoring</td>
<td><a href="mailto:sdeexams@andrews.edu">sdeexams@andrews.edu</a></td>
<td>(269) 471-6566</td>
</tr>
<tr>
<td>Distance Student Services - any other questions</td>
<td><a href="mailto:sdestudents@andrews.edu">sdestudents@andrews.edu</a></td>
<td>(269) 471-6566</td>
</tr>
</tbody>
</table>

**Part 1: Course Information**

**Course Descriptions**

**Andrews University**  
Introduction to precalculus. Linear, quadratic, radical, and absolute value equations and inequalities; graphs of lines, parabolas, circles, ellipses and hyperbolas; composition and inverses of functions; transformations of graphs, symmetry; linear, quadratic, exponential, logarithmic, polynomial, and rational functions. Introduction to derivatives of polynomials. Applications to business and science, including interpretation of graphs and charts.

**Oakwood University**  
A thorough review of the fundamental ideas of algebra. Course topics include linear and quadratic equations and inequalities, rational expressions and function, polynomials, factoring, systems of equations and graphing. This course does not count towards a mathematics major or minor.

**Prerequisite**

**Andrews University**  
SAT Math ≥ 480 or ACT Math ≥ 20 or Andrews Math Placement Exam ≥ P2

**Oakwood University**  
None
**Required Text/Material**

Your homework, quizzes, tests and final exam will be administered in mymathlab. The link is located in LearningHub.

**NOTE:** Textbooks for online courses may be purchased from any supplier. For financial aid in payment, contact your financial advisor at the university where you are completing your degree. Andrews University degree students who have confirmed that funds are available will then purchase the books themselves and send receipts to their financial advisor for reimbursement.

**Credit Hour and Commitment**
This course is offered for 3 semester credits; therefore it is expected that you will spend 135 total hours on this course. This course has 16 modules with 16 lessons, 7 exams, and homework assignments for each chapter. Each module represents a week of a typical semester course. It is recommended that you budget 9 hours for studying and completing the activities for each module. There are suggested schedules to accomplish this work included in this syllabus

**Institutional Outcomes:**
1.a. Demonstrate competence in intellectual, affective, and practical skills to prepare for careers in the twenty-first century, lifelong learning and service.
1.b. Select and apply intellectual, affective, and practical skills from their field of study to solve meaningful problems. The identified transferable skills for undergraduate students are: information literacy, quantitative literacy, engaging diverse perspectives, ethical reasoning, analytical inquiry in the form of problem solving and creative thinking, communication, wellness and transferable life skills.
2.b. Pursue enduring questions through study in core fields and explore the connections between those fields.

**Student Learning Outcomes**
- Understand and apply mathematics to real-world activities (Learning Outcome 1 (SLO1))
- Remember basic facts and terms (Learning Outcome 2 (SLO2))
- Develop problem-solving skills (Learning Outcome 3 (SLO3))
- Evaluate and analyze various data sets and draw conclusions from such data (Learning Outcome 4 (SLO4))
- Evaluate discuss ideas related to new technologies (Learning Outcome 5 (SLO5))
- Appreciate the utility and power of mathematics in a wide range of topics (Learning Outcome 6 (SLO6))
- Prepare for future coursework requiring mathematics (Learning Outcome 7 (SLO7))
Part 2: Course Methods and Delivery

Methods of Instruction
Methods of instruction include assigned readings from the textbook, MyMathLab videos, power point presentations, and MyMathLab access for homework, blogs, quizzes and chapter tests, and exams. MyMathLab is a rich resource with explanatory videos, guided tutorials, test prep videos, activities, animations, multimedia textbook etc. Please take full advantage of these resources.

Technical Requirements
• Internet connection (DSL, LAN, or cable connection desirable).

LearningHub Access
This course is delivered online through LearningHub at http://learninghub.andrews.edu

Your username and password are your Andrews username and password. You need to activate your username and password to access LearningHub. Please do this online here: https://vault.andrews.edu/vault/pages/activation/information.jsp if you haven’t already. If you need assistance, call or email us: (296) 471-6016 or helpdesk@andrews.edu.

If you need technical assistance at any time during the course, or to report a problem with LearningHub, please email dlit@andrews.edu or call (269) 471-3960.

MyMathLab Access
• A purchase of a new hardcopy textbook comes with an access code to additional online materials
• Alternatively, you can purchase a standalone code from MyMathLab and use the e-version of the text, DO NOT: use mystatlab.com to sign into the course.
• Click on the MyLab & Mastering Tools in LearningHub
• Click on Open MyLab & Mastering
• Following the instructions to put in your access code that you received with your textbook or that your purchased at mystatlab.com
• You are now ready to do your assignments for the course
• Your assignment grades will show up in the gradebook in LearningHub
Part 3: Course Requirements

Important Note: Activity and assignment details will be explained in detail within each learning module. If you have any questions, please contact your instructor.

Your Schedule
In Learning Hub, you will access online lessons, course materials, and resources. This course is self-paced. You must complete the course within 180 days. This is the Consortium policy. You may have a stricter deadline imposed by graduation, financial aid, or other restrictions.

Start by creating a schedule for completion of the course.
- Determine your deadline. Do you need a transcript sent to your home institution?
- Working from your deadline, count backwards. Allow 2 weeks after you take your final exam for your final grade to be calculated. Allow another 2 weeks for the transcript to be processed and sent.
- Now use the suggested schedules to create a schedule for yourself that ensures completion 4 weeks before your deadline.

Submit your course plan to your instructor within Learning Hub AND discipline yourself to make regular progress.

Assessment Descriptions

MyMathLab Homework: These are intended to help you to learn and understand the material for each section. There is no time limit, and you will have 10 attempts. From within the homework assignment, you will have access to the electronic textbook, guided problem-solving, additional worked-out sample problems, and several other learning aids. The homework is worth 18% of your final grade.

MyMathLab Quizzes: These are intended to allow you to self-test your understanding and problem-solving ability at the midpoint of every chapter. You may use your textbook and notes to solve the quiz problems. There is no time limit, and you have 1 attempt. For quizzes, you will have access to three learning aids. The quizzes are worth 5% of your final grade.

MyMathLab Tests: All tests and exams in this course are proctored through the School of Distance Education Testing Center. See information below in the Exam section regarding setting up a proctor.

Your proctor will open your exam through MyMathLab at the start of your scheduled exam session. Please request your exam when prompted in the module(s) indicated prior to the exam.

You may not use your textbook and notes to solve the test problems. Using your own paper, the answers need to be clearly numbered, written and work must be shown. The tests must taken in one setting, within a 180-minute period. The tests may not be repeated, so do not attempt the tests until you have completed the homework assignments and quizzes for that chapter. No exam is returned to the student. Test grades are sent to the student as soon as the exam is
graded. Feedback from the instructor for exams will provide information for studying for future exams.

You may bring graphing calculator to the tests and exam. The composite weight of the tests is 35% of your final grade.

**Blogs:** The world around us is changing rapidly. Knowledge is indeed increasing as men run to and fro! For many of us, digital technologies are playing an increasing role in our everyday lives. For your blog question, you will be provided with an article(s) on some topic related to robotics/artificial intelligence (AI). If you like, this article can be a springboard for you to do further research on the topic. As you read the article, here are some things you might want to reflect on:

1. How was the math you learned this week used in the development of this piece of technology?
2. What does it mean for man to be created “in the image of God”?
3. What are the ramifications/implications of this piece of technology on human existence?
4. Scripture teaches that there is dignity in work. However, in many industries, humans are quickly being replaced by robots and AI.
5. How does your Christian worldview affect your opinion of this piece of technology?

Write at least one good paragraph. Please post your response in Learning Hub. These blog questions are worth 2% of your final grade.

**Exams**
The final exam is worth 40% of your grade. You are allowed 180 minutes to complete this exam.

All exams in this course require proctoring. All tests and exams in this course are proctored through the School of Distance Education Testing Center. Follow prompts in the course space to set up your exam session. In each module that contains an exam, you will find what to review and what materials are allowed (if any) during the exam.

Please read the important information about taking exams and how online proctoring works at [www.andrews.edu/distance/students/exams.html](http://www.andrews.edu/distance/students/exams.html). The follow the instructions that apply to your situation on the exam request form to set up your exam session.

Please note that an exam code is never released to the student. All students must present photo identification before each exam session. Exams can only be proctored after a deadline with approval directly from the instructor to the Testing Center (sdeexams@andrews.edu or 269-471-6566). No exam is returned to the student for review. The instructor, to aid studying for future exams can provide feedback on exams.

For more details on taking exams and how online proctoring works, please see [www.andrews.edu/distance/students/exams.html](http://www.andrews.edu/distance/students/exams.html)
<table>
<thead>
<tr>
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<th>Lessons</th>
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<th>Outcomes Met</th>
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</table>
| Intro | These items will need to be completed before you will have access to the rest of the course | Orientation  
Course Overview  
Introductions  
Academic Integrity | Student Introductions  
Academic Integrity Quiz  
Academic Integrity Statement |  |
| 1 | Chapter P: Prerequisites and Review | P1: Algebraic Expressions etc.  
P2: Exponents and Scientific Notation  
P3: Radicals and Rational Exponents | HW P1  
HW P2  
HW P3  
P Mid Chapter Checkpoint Quiz | SLO1, SLO2  
SLO3, SLO6, SLO7  |
| | Chapter P: Prerequisites and Review continued | P4: Polynomials  
P5: Factoring Polynomials  
P6: Rational Expressions | HW P4  
HW P5  
HW P6 | SLO1, SLO2  
SLO3, SLO5, SLO6, SLO7 |
| 2 | Chapter 1: Equations and Inequalities | Section 1.1: Graphs and Graphing Utilities  
Section 1.2 Linear Equations and Rational Equations  
Section 1.3 Models and Applications  
Section 1.4 Complex Numbers | HW 1.1  
HW 1.2  
HW 1.3  
HW 1.4 | SLO1, SLO2  
SLO3, SLO5, SLO6, SLO7 |
| | Chapter 1: Equations and Inequalities continued | Section 1.5 Quadratic Equations  
Section 1.6 Other Types of Equations  
Section 1.7 Linear Inequalities and Absolute Value Inequalities | HW 1.5  
Chapter 1 Mid Chapter Checkpoint Quiz  
HW 1.6  
HW 1.7 | SLO1, SLO2  
SLO3, SLO5, SLO6, SLO7 |
| 3 | Chapter 2: Functions and Graphs | Section 2.1 Basics of Functions and Their Graphs  
Section 2.2 More on Functions and Their Graphs  
Section 2.3 Linear Functions and Slope  
Section 2.4 More on Slope | HW 2.1  
HW 2.2  
HW 2.3  
HW 2.4  
Chapter 2 Mid Chapter Checkpoint Quiz | SLO1, SLO2  
SLO3, SLO4, SLO6, SLO7 |
| | Chapter 2: Functions and Graphs continued | Section 2.5 Transformations of Functions  
Section 2.6 Combinations of Functions; Composite Functions  
Section 2.7 Inverse Functions  
Section 2.8 Distance and Midpoint Formulas; Circles | HW 2.5  
HW 2.6  
HW 2.7  
HW 2.8 | SLO1, SLO2  
SLO3, SLO4, SLO5, SLO6, SLO7 |
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| 4    | Chapter 3: Polynomials and Rational Functions | Section 3.1 Quadratic Functions  
Section 3.2 Polynomial Functions and their graphs  
Section 3.3 Dividing Polynomials  
Section 3.4 Zeros of Polynomial Functions | HW 3.1  
HW 3.2  
HW 3.3  
HW 3.4 | SLO1, SLO2, SLO3, SLO4, SLO6, SLO7 |
|      | Chapter 3: Polynomials and Rational Functions continued | Section 3.5 Rational Functions and their graphs  
Section 3.6 Polynomial and Rational Inequalities  
Section 3.7 Modeling Using Variation | Chapter 3 Mid Chapter Checkpoint Quiz  
HW 3.5  
HW 3.6  
HW 3.7 | SLO1, SLO2, SLO3, SLO4, SLO5, SLO6, SLO7 |
| 5    | Chapter 4: Exponential and Logarithmic Functions | Section 4.1 Exponential Functions  
Section 4.2 Logarithmic Functions  
Section 4.3 Properties of Logarithms | HW 4.1  
HW 4.2  
HW 4.3 | SLO1, SLO2, SLO3, SLO4, SLO6, SLO7 |
|      | Chapter 4: Exponential and Logarithmic Functions continued | Section 4.4 Exponential and Equations  
Section 4.5 Exponential Growth and Decay | Chapter 4 Mid Chapter Checkpoint Quiz  
HW 4.4  
HW 4.5 | SLO1, SLO2, SLO3, SLO4, SLO5, SLO6, SLO7 |
| 6    | Chapter 5: Systems of Equations and Inequalities | Section 5.1 Systems of Linear Equations in Two Variables  
Section 5.2 Systems of Linear Equations in Three Variables  
Section 5.3 Partial Fractions  
Section 5.4 Systems of Nonlinear Equations in Two Variables | HW 5.1  
HW 5.2  
HW 5.3  
HW 5.4 | SLO1, SLO2, SLO3, SLO4, SLO6, SLO7 |
|      | Chapter 5: Systems of Equations and Inequalities continued | Section 5.5 Systems of Inequalities  
Section 5.6 Linear Programming | Chapter 5 Mid Chapter Checkpoint Quiz  
HW 5.5  
HW 5.6 | SLO1, SLO2, SLO3, SLO4, SLO5, SLO6, SLO7 |
| 7    | Chapter 8: Sequences, Induction and Probability | Section 8.1 Sequences and Summation Notation  
Section 8.2 Arithmetic Sequences  
Section 8.3 Geometric Sequences and Series | HW 8.1  
HW 8.2  
HW 8.3  
Chapter 8 Mid Chapter Checkpoint Quiz | SLO1, SLO2, SLO3, SLO4, SLO6, SLO7 |
|      | Chapter 8: Sequences, Induction and Probability continued | Section 8.4 Mathematical Induction  
Section 8.5 The Binomial Theorem  
Section 8.6 Counting Principles, Permutations, and Combinations  
Section 8.7 Probability | HW 8.4  
HW 8.5  
HW 8.6  
HW 8.7  
Blog Question 7 | SLO1, SLO2, SLO3, SLO4, SLO5, SLO6, SLO7 |
| 8    | Practice Final | | Practice Final Exam | |
Suggested schedule for completion in 16 weeks:

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SLO3, SLO5, SLO6, SLO7 |
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Section 1.3 Models and Applications  
Section 1.4 Complex Numbers | HW 1.1  
HW 1.2  
HW 1.3  
HW 1.4 | SLO1, SLO2  
SLO3, SLO4, SLO6, SLO7 |
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Section 1.6 Other Types of Equations  
Section 1.7 Linear Inequalities and Absolute Value Inequalities | HW 1.5  
Chapter 1 Mid Chapter Checkpoint Quiz  
HW 1.6  
HW 1.7 | SLO1, SLO2  
SLO3, SLO5, SLO6, SLO7 |
| 5 | Chapter 2: Functions and Graphs | Section 2.1 Basics of Functions and Their Graphs  
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HW 2.2  
HW 2.3  
HW 2.4  
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SLO3, SLO4, SLO6, SLO7 |
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HW 2.7  
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SLO3, SLO4, SLO5, SLO6, SLO7 |
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HW 3.2  
HW 3.3  
HW 3.4 | SLO1, SLO2  
SLO3, SLO4, SLO6, SLO7 |
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Section 3.6 Polynomial and Rational Inequalities  
Section 3.7 Modeling Using Variation | Chapter 3 Mid Chapter Checkpoint Quiz  
HW 3.5  
HW 3.6  
HW 3.7 | SLO1, SLO2  
SLO3, SLO4, SLO5, SLO6, SLO7 |
| 9    | Chapter 4: Exponential and Logarithmic Functions | Section 4.1 Exponential Functions  
Section 4.2 Logarithmic Functions  
Section 4.3 Properties of Logarithms | HW 4.1  
HW 4.2  
HW 4.3 | SLO1, SLO2  
SLO3, SLO4, SLO6, SLO7 |
| 10   | Chapter 4: Exponential and Logarithmic Functions continued | Section 4.4 Exponential and Equations  
Section 4.5 Exponential Growth and Decay | Chapter 4 Mid Chapter Checkpoint Quiz  
HW 4.4  
HW 4.5 | SLO1, SLO2  
SLO3, SLO4, SLO5, SLO6, SLO7 |
| 11   | Chapter 5: Systems of Equations and Inequalities | Section 5.1 Systems of Linear Equations in Two Variables  
Section 5.2 Systems of Linear Equations in Three Variables  
Section 5.3 Partial Fractions  
Section 5.4 Systems of Nonlinear Equations in Two Variables | HW 5.1  
HW 5.2  
HW 5.3  
HW 5.4 | SLO1, SLO2  
SLO3, SLO4, SLO6, SLO7 |
| 12   | Chapter 5: Systems of Equations and Inequalities continued | Section 5.5 Systems of Inequalities  
Section 5.6 Linear Programming | Chapter 5 Mid Chapter Checkpoint Quiz  
HW 5.5  
HW 5.6 | SLO1, SLO2  
SLO3, SLO4, SLO5, SLO6, SLO7 |
| 13   | Chapter 8: Sequences, Induction and Probability | Section 8.1 Sequences and Summation Notation  
Section 8.2 Arithmetic Sequences  
Section 8.3 Geometric Sequences and Series | HW 8.1  
HW 8.2  
HW 8.3  
Chapter 8 Mid Chapter Checkpoint Quiz | SLO1, SLO2  
SLO3, SLO4, SLO6, SLO7 |
| 14   | Chapter 8: Sequences, Induction and Probability continued | Section 8.4 Mathematical Induction  
Section 8.5 The Binomial Theorem  
Section 8.6 Counting Principles, Permutations, and Combinations  
Section 8.7 Probability | HW 8.4  
HW 8.5  
HW 8.6  
HW 8.7  
Blog Question 7 | SLO1, SLO2  
SLO3, SLO4, SLO5, SLO6, SLO7 |
| 15   | Practice Final | | Practice Final Exam | |
| 16   | | | | **PROCTORED FINAL EXAM**  
Chapters: 1,2,3,4,5,8 |

**Completing Assignments**

All assignments for this course will be submitted electronically through LearningHub unless otherwise instructed. Assignments and exams must be completed within **180 days** of course registration date. This timeframe is subject to change depending on deadlines set by your home institution.
Part 4: Grading Policy

Graded Course Activities

<table>
<thead>
<tr>
<th>Percent %</th>
<th>Description</th>
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<tbody>
<tr>
<td>25</td>
<td>MyMathLab Homework (18%)</td>
</tr>
<tr>
<td></td>
<td>MyMathLab Quizzes (5%)</td>
</tr>
<tr>
<td></td>
<td>Weekly Blog Questions (2%)</td>
</tr>
<tr>
<td>35</td>
<td>MyMathLab Chapter Tests</td>
</tr>
<tr>
<td>40</td>
<td>Final Exam</td>
</tr>
<tr>
<td>100</td>
<td>Total Percent Possible</td>
</tr>
</tbody>
</table>

Viewing Grades in Moodle
- Click into the course.
- Click on the Grades link in Administration Block to the left of the main course page.

Letter Grade Assignment

<table>
<thead>
<tr>
<th>Letter Grade</th>
<th>Percentage</th>
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</thead>
<tbody>
<tr>
<td>A</td>
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</tr>
<tr>
<td>A-</td>
<td>90-92%</td>
</tr>
<tr>
<td>B+</td>
<td>88-89%</td>
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<tr>
<td>B</td>
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<td>B-</td>
<td>80-82%</td>
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<td>C+</td>
<td>78-79%</td>
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<td>C</td>
<td>73-77%</td>
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<tr>
<td>C-</td>
<td>70-72%</td>
</tr>
<tr>
<td>D</td>
<td>60-69%</td>
</tr>
<tr>
<td>F</td>
<td>0-59%</td>
</tr>
</tbody>
</table>

Part 5: Course Policies

Withdrawal and Incomplete Policies
The current withdrawal policy can be found online at https://www.andrews.edu/distance/students/gradplus/withdrawal.html. The incomplete policy is found online at http://www.andrews.edu/weblmsc/moodle/public/incompletes.html.

Maintain Professional Conduct Both in the Classroom and Online
The classroom is a professional environment where academic debate and learning take place. Your instructor will make every effort to make this environment safe for you to share your opinions, ideas, and beliefs. In return, you are expected to respect the opinions, ideas, and beliefs of other students—both in the face-to-face classroom and online communication. Students have the right and privilege to learn in the class, free from harassment and disruption.
Academic Accommodations

Students who require accommodations may request an academic adjustment as follows:

1. Read the Andrews University Disability Accommodation information at [https://www.andrews.edu/services/sscenter/disability/](https://www.andrews.edu/services/sscenter/disability/)
2. Download and fill in the disability form at [http://www.andrews.edu/services/sscenter/disability/accommodationsreqform.pdf](http://www.andrews.edu/services/sscenter/disability/accommodationsreqform.pdf). Preferably type answers. To save a digital copy, 1) print to file and save or 2) print and scan. Email the completed form and disability documentation (if any) to success@andrews.edu or fax it to (269) 471-8407.
3. Email sdestudents@andrews.edu to inform the School of Distance Education that a disability has been reported to Student Success.

Commitment to Integrity

As a student in this course, and at the university, you are expected to maintain high degrees of professionalism, commitment to active learning, participation in this course, and integrity in your behavior in and out of this online classroom.

Commitment to Excellence

You deserve a standing ovation based on your decision to enroll in, and effectively complete this course. Along with your pledge of “commitment to Integrity” you are expected to adhere to a “commitment to excellence.” Andrews University has established high academic standards that will truly enhance your writing and communication skills across the disciplines and in diverse milieu with many discourse communities in the workplace.

Honesty

Using the work of another student or allowing work to be used by another student jeopardizes not only the teacher-student relationship but also the student’s academic standing. Lessons may be discussed with other students, tutors may help to guide a student’s work, and textbooks, encyclopedias and other resource materials may be used for additional assistance, but the actual response must be the student’s own work. A student who gives information to another student to be used in a dishonest way is equally guilty of dishonesty.

Any violation of this policy will be taken before the Higher Education Academic and Curriculum Committee for appropriate punitive action.