**Class Policies Agreement Form**

## Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. I understand that I am entitled to up 3 free absences for any reason (sickness, religious observance, visiting friend, etc.).
2. I understand that additional absences lower my course grade by one-third apiece; with 4 absences an A average becomes an A-, and with 6 it becomes a B.
3. I understand that if I am absent more than 6 times for any reason, I will fail the course.
4. I understand that if I am more than 10 minutes late to class, I will be counted absent.
5. I understand that if I have not prepared for class, I will be counted absent.
6. I understand that I am not permitted to use phones or any such mobile devices in class.
7. I understand that late essays (both drafts and final papers) will be penalized a third of a grade each 24 hours. If a paper is due at 5:00 PM, it is late if it is submitted at 5:01 PM.
8. I understand that I must wait 24 hours after a final paper is returned before I contact my professor. In addition, I understand that final grades are final. They cannot be revised again, nor can I do extra credit work to supplement my grade.
9. I understand that if I plagiarize on an assignment, I will fail the assignment.

## Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_