



# Syllabus

---

Course Number/Section and Title

Instructor's Name

Classroom:

Class Days/Times:

Phone:

Email:

Office:

Office Hours:

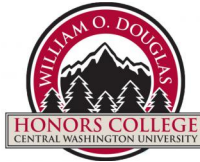
## Course Description

The course description, as written in the original course proposal, goes here.

## Course Learning Outcomes

List the DHC course-specific learner outcomes here.





## Course Texts & Supplementary Materials

List all required texts here. For each text, please remember to include the author, title, and ISBN.

Also, please remember that courses are expected to show some engagement with canonical works.

## Assignments & Grades

Specify which activities and assignments will determine a student's grade. Specify the formula used to determine the student's final letter grade (e.g., percentage, points).

Course outcomes should be evident in the course assignments.

If you teach a 140, 250, or 260 course, at least one assignment should be an essay that is assessed for its clarity and use of academic conventions. It is highly recommended that all courses include writing assignments if possible.

## Course Policies & Expectations

If you have policies regarding absences, tardiness, revision, extra credit, late work, missed work, or any other policies, please include them here. You *must* include your policy on academic dishonesty and expectations for student conduct. We recommend you reference the policy on academic dishonesty in the Washington Administrative Code (see WAC 106-120-027 and 106-120-028; <http://apps.leg.wa.gov/WAC/default.aspx?cite=106-120-027> and <http://apps.leg.wa.gov/WAC/default.aspx?cite=106-120-028>).

If your course includes additional requirements or considerations, such as field trips, please note them as well.

## Disability Services (ADA)

Central Washington University is committed to creating a learning environment that meets the needs of its diverse student body. If you anticipate or experience any barriers to learning, discuss your concerns with the instructor. Students with disabilities should contact Disability Services to discuss a range of options for removing barriers, including accommodations. Student Disability Services is located in Hogue 126. Call (509) 963-2214 or email [ds@cwu.edu](mailto:ds@cwu.edu) for more information.



## Diversity Statement

Include some sort of diversity statement, such as the following: CWU expects every member of the university community to contribute to an inclusive and respectful culture for all in its classrooms, in its work environments, and at campus events.

[www.cwu.edu/diversity](http://www.cwu.edu/diversity).

## Religious Holidays

In compliance with RCW 28B.20.039 and 2014 c 168 s 4, Central Washington University makes every effort to deal reasonably and fairly with students who, because of religious obligations, have conflicts with scheduled exams, assignments or required attendance. Students must present written notice to their instructor within the first two weeks of class listing the specific dates on which accommodations are required. Contact the Dean of Student Success at (509) 963-1515 for further information or questions.

# Course Schedule

The course schedule should provide a calendar of events, including the due dates for all major assignments.

Course outcomes should be evident in the course schedule.

An authentic assessment should be scheduled for finals week.