

SUMMARY OF COURSE POLICY
for
PHYSICS 1250 – 1251

FAST FACTS

Time Conflicts: By university rules, no excuses are granted to miss your regular final exam, midterm, quiz, or lab for an exam, or lab, or any other activity in another course.

Because there are no makeup quizzes and labs in this course, every student is excused for missing two quizzes and one lab for any reason including illness, family emergency, an interview, representing the university, etc. Therefore, no documentation is needed for the first two missed quizzes, or for the first missed lab.

Quiz Excuse: Two missed quizzes, or two lowest quizzes, are dropped automatically; missed quizzes are dropped first, regardless of reason. If you miss more than two quizzes, contact the Course Manager with documentation within two weeks, or by the first day of exam week, whichever is first.

Lab Excuse: One missed lab, or lowest lab, is dropped automatically; a missed lab is dropped first, regardless of reason. If you miss more than one lab, contact the Course Manager with documentation within two weeks of the 2nd missed lab, or by the first day of exam week, whichever is first.

HW Excuse: HW is typically not excused because at least a week is given to complete each homework assignment. Deadline extensions are not granted for last minute illnesses or computer failures. A request for a homework excuse must be made to the Course Manager within two weeks of the missed homework, or by the first day of exam week, whichever is first.

Missed Midterm: No Make-ups. If a student misses a midterm, the student must seek permission from the Course Manager to be excused for missing the midterm. If the student's absence is excused, a grade for the missed midterm will be replaced by a prorated final exam grade. **The absence must be excused within two weeks of the midterm.**

Missed Final Exam: Permission is required for a makeup exam. A makeup final exam will be given, if missed for a valid documented reason. Please contact the Course Manager by the last day of exam week to request permission to take a makeup final exam.

Early Final Exam: **FINAL EXAMS ARE NEVER GIVEN EARLY.**

Only course supervisors have the authority to grant excuses.

COURSE MANAGER: Dr. Michael Ziegler, (ziegler.2@osu.edu), SM 1036A, 614-292-2067.

Regrade Requests: These must be submitted within one week of the return of an exam to you, and no more than two weeks after the exam has been returned to the rest of the class, but the last day to submit a request is the first day of exam week. **Regrade requests are not possible for the final exam.** Request forms are available on the P125x websites, and in the rack next to room 1011V Smith Lab. See the document **GENERAL COURSE POLICY AND INFORMATION** for more detailed information.

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The document “GENERAL COURSE POLICY AND INFORMATION” contains a more complete account of policies and information about the Physics 125x courses. Below is a table of contents of that document, which is available on the P125x websites:

COURSE INFORMATION

1. Course Description
2. Course Problems
3. Prerequisites
4. Recitation Policy
5. Wait List

EXAMS

1. Final Exam Schedule
2. ODS Exams
3. Missed Exams
4. Missed Final Exam
5. Pre-quarter ticket purchases
6. Other Exam Problems
7. Regrade Request

GENERAL POLICY FOR EXCUSED ITEMS

QUIZZES

1. Missed Quizzes
2. Regrade Request

LABORATORY

1. Diagnostic Tests
2. Lab Manuals
3. Missed Labs
4. Prior Lab Grade

HOMEWORK

1. Computer-Graded Homework
2. Missed Homework

SCHEDULE CONFLICTS

1. Schedule Conflicts with Employment
2. Schedule Conflicts with Other Schools
3. Schedule Conflicts with Other Courses and University Activities

MISCELLANEOUS

1. Cell Phones
2. Communications
3. Extra Help
4. Grades
5. Requests for Regrading
6. Section Changes
7. Tutoring

LEARNING ADVICE

1. Cognitive Dissonance
2. Problem-Solving Strategy

12/20/17