

**SUMMARY OF COURSE POLICY
for
PHYSICS 1240 and 1241**

FAST FACTS

Quiz Excuse: Contact the P125x Course manager within two weeks from the date of the missed quiz.

No Make-ups: No quizzes dropped automatically. A missed quiz is excused only with valid documentation.

Lab Excuse: Contact the P125x Course manager within two weeks from the date of the missed lab.

No excuses are granted to miss your regular lab time for an exam or lab in another course.

No Make-ups: No labs dropped automatically. A missed lab is excused only with valid documentation.

Lab Make-Up: No lab make-ups are allowed under any conditions.

What if I exceed the Limit of the Number of Quizzes or Labs dropped Automatically, and Then Missed Another One for a Valid Reason?

The total number of quizzes, or labs, dropped shall not exceed the number dropped automatically without good reason. The cases of ALL missed quizzes, or labs, will have to be considered by the Course Manager if you exceed the limit.

Missed Midterm: No Make-ups. If a student is absent when a midterm is given, the midterm grade will be 0. If the student's absence is excused, a grade for the missed midterm is replaced by a prorated final exam grade. The absence must be excused within two weeks of the midterm.

Missed Final Exam: If a student is absent when a final exam is given, the student must seek permission to take a make-up final exam; otherwise, the final exam grade will be 0. Permission to take a make-up final exam will be granted if the student has a valid reason for the absence and is passing the course. The final exam must be made up so that a course grade can reach the registrar prior to the sixth Friday of the succeeding quarter.

Other Exam Problems:

Must be reported to the P125x Course Manager within 24 hours of the exam.

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

Homework: Because 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 in within one week of the missed homework.

Only course supervisors have the authority to grant excuses.

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

Regrade Request: Must be made within one week of return of a quiz or midterm, and no more than two weeks after the exam has been returned to the rest of the class. Request forms are available on a P124x websites, and in the rack next to room 1011V Smith Lab.

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The document "GENERAL COURSE POLICY AND INFORMATION" contains a more complete account of policies and information about the Physics 124x courses. Below is a table of contents of that document, which is available on the P124x 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

QUIZZES

1. Missed Quizzes
2. Regrade Request

LABORATORY

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

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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