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 make-up labs and quizzes in this course, every student is excused for missing one lab and one quiz for any reason including illness, family emergency, an interview, representing the university, etc. Therefore, no documentation is needed for the first missed lab, and for the first missed quiz.

Quiz Excuse: One missed quiz is dropped automatically, but if at least 65% of students enrolled in a lecture class participate in the on-line survey “Student Evaluation of Instruction” (SEI) for both lecturer and recitation instructor, then two missed quizzes will be dropped. If you miss two or more quizzes, contact the Course Manager with documentation within two weeks, or by the second day of exam week, whichever is first.

Lab Excuse: The first missed lab is dropped automatically. If you miss two or more labs, contact the Course Manager with documentation within two weeks of the 2nd missed lab, or by the second day of exam week, whichever is first.

HW Excuse: If excused, for a valid documented reason, the missed HW will be replaced by your average HW score at the end of the semester. 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 made within two weeks of the missed homework, or by the second 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 Make-up. If you miss the Final Exam, please contact the course manager as soon as possible so that you may be given an incomplete (I) in the course. If you have a valid documented reason for missing the Final Exam, you will be permitted to take a makeup Final Exam. The makeup Final Exam must be taken prior to the seventh Friday of the following semester.

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 Request: Must be made within two weeks after the exam has been returned to the rest of the class, but the last day to summit a request is the second 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.
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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