

TRANSFERABILITY: Please consult the Alberta Transfer Guide for more information. You may check to ensure the transferability of this course at the Alberta Transfer Guide main page <http://www.transferalberta.alberta.ca>.

**** Grade of D or D+ may not be acceptable for transfer to other post-secondary institutions. Students are cautioned that it is their responsibility to contact the receiving institutions to ensure transferability**

EVALUATIONS:

Assignments	10%
Labs	10%
Quizzes	20%
Midterm	25%
Final Exam	35%

PLEASE READ THE FOLLOWING AND MAKE SURE YOU UNDERSTAND THAT:

Late Assignments will not be accepted. **I will be enforcing this rule with no exception.**

All work must be submitted via myClass or in person ; no emailed assignments will be accepted.

Once an assignment has been marked and a grade assigned, I will not be entertaining any request to re-mark it unless a mistake has been made by me.

Exams will be written as scheduled. No rewrites will be given. If there is an excusable absence, the weighting of the missed exam will be added to the final exam weighting. If the absence is not excusable, a grade of 0% will be given. Absences due to a medical emergency must be supported by a physician's letter.

NOTE: YOU MUST GET A PASSING GRADE ON THE TESTING COMPONENT (IE. QUIZZES, MIDTERM, FINAL) OF COURSE FOR YOUR ASSIGNMENT AND LAB MARKS TO COUNT TOWARDS YOUR FINAL GRADE.

GRADING CRITERIA:

Please note that most universities will not accept your course for transfer credit **IF** your grade is **less than C-**.

Alpha Grade	4-point Equivalent	Percentage Guidelines	Alpha Grade	4-point Equivalent	Percentage Guidelines
A+	4.0	95-100	C+	2.3	67-69
A	4.0	85-94	C	2.0	63-66
A-	3.7	80-84	C-	1.7	60-62
B+	3.3	77-79	D+	1.3	55-59
B	3.0	73-76	D	1.0	50-54
B-	2.7	70-72	F	0.0	00-49

COURSE SCHEDULE / TENTATIVE TIMELINE:

Week 1	Chapter 1	January 8 -- first day of classes
Week 2	Chapter 1	
Week 3	Chapter 2	
Week 4	Chapter 2	
Week 5	Chapter 3	
Week 6	Chapter 3	
Week 7		
Week 8	TBA	
Week 9	Chapter 6	
Week 10	Chapter 6	
Week 11	Chapter 7	
Week 12	Chapter 7	
Week 13	Chapter 8	
Week 14	Chapter 13	
Week 15	last day of classes	

STUDENT RESPONSIBILITIES: Regular attendance and participation (including homework) is required for the successful completion of this course. If you miss any lecture, it is your responsibility to find out what you missed. Assignments must be handed in on time, and quizzes/exams must be written on the days announced in class or on myClass. If an emergency prevents a student from writing a test/exam on the scheduled day, the student must contact the instructor **BEFORE** the test/exam to make other arrangements. Otherwise, the student will receive a zero grade for that component of the course.

STATEMENT ON ACADEMIC MISCONDUCT:

Academic Misconduct will not be tolerated. For a more precise definition of academic misconduct and its consequences, refer to the Student Rights and Responsibilities policy available at <https://www.nwpolytech.ca/about/administration/policies/index.html>.

****Note: all Academic and Administrative policies are available on the same page.**