Course Syllabi

Prior to the end of the drop/add period, faculty shall disseminate to each class section the following written information:

1. A statement of course objectives
2. The proposed topical outline, where appropriate
3. The meeting times
4. The attendance policy, within the parameters of the existing University policy
5. Course requirements (e.g., readings, research group work, presentations)
6. The criteria and procedures for evaluating student performance including the availability of a pass/no credit option
7. The department will designate where course syllabi will be located.

**Faculty are requested to include the following statement on their syllabi:**

Your academic success is important. If you have a documented disability that may have an impact upon your work in this class, please contact me. Students must provide documentation of their disability to the Academic Success Center in order to receive official University services and accommodations. The Academic Success Center can be reached at 856-256-4234. The Center is located on the 3rd floor of Savitz Hall. The staff is available to answer questions regarding accommodations or assist you in your pursuit of accommodations. We look forward to working with you to meet your learning goals.