PRINCIPLES OF COLLEGE SUCCESS
Fall, 2006
Course Syllabus

Instructor: Chris Landrum
Office-Room 103
518-2115 work, 756-1134 home
E-mail-chrisl@mineralarea.edu
Office hours-I am generally in my office 8:00 am-12:00 p.m. and 1:00 p.m.-4:00 p.m. on Monday, Wednesday, and Friday and from 8:00 – 9:00 and 1:00 p.m. - 4:00 p.m. on Tuesdays and Thursdays. I also am in my office from 4 – 6:30 p.m. on Monday evenings.

Department Chair: Dr. Fred Nute, Office #9

Text: Ellis, David B. Becoming a Master Student, 11th Edition
Note: This text is a workbook. It cannot be resold at the end of the class.

Purpose: The purpose of this course is to provide students an opportunity to learn academic and personal skills that can be immediately and continuously applied to life so they can leave the course with confidence, enthusiasm, and a passion to succeed.

Objectives: To assess and inventory your current strengths and areas for growth
To examine methods and strategies for improving study skills
To examine ways to make wise choices in your academic and personal lives
To increase awareness of beliefs, choices, and behaviors

Methods: The objectives of this class will be achieved through

Lecture
Guest speakers
Small group exercises
Class discussions
Assignments
Quizzes

Course Requirements:

Text
It is important that you read the assigned materials in the text. Lectures, guest speakers and other class activities will reinforce chapter topics but are not considered a replacement for reading.

Notebook for Reflective Journal Entries
We will be keeping a reflective journal as a requirement for the class. After each class period, you are to write in your journal about something you learned, your reaction to anything that occurred in class, your feelings, how you can apply the subject matter to your personal or school life or something that happened outside class that related to the day's topic. Each journal entry must be at least ½ page in length. Entries must be written in complete sentences and with the best punctuation, grammar, etc. you can provide. Each entry needs to be dated.

Planner Each student will need to maintain a day planner of some sort. You may purchase any type of planner you wish as long as you are able to record daily information in it.
Attendance

Attendance is essential for success in this class. Every absence, along with a reason, must be reported to the instructor. Failure to do so will result in an unexcused absence. Students receive 5 points daily for attendance. You have up to three excused absences for which you can receive the daily 5 points. After 3 excused absences, you will receive 0’s for any absences. In the past, some students grades have been lowered a letter grade due to poor attendance. More than six absences will result in your grade being lowered one letter grade. Choose your absences wisely! In addition, three tardies is equivalent to one absence.

Policy for Late Assignments/Tests

All assignments are due at the beginning of each class period. Assignments turned in during or after the class will be considered late. Two points will be deducted for each day the assignment is late. Incomplete work will be graded accordingly. This will include work that is not done in a thorough manner. Tests will be made up at the end of the semester at a given time set by the instructor. Special situations will allow for tests to be made up at an earlier time. Since all work is factored into the final grade, it is important to turn in homework on time, be in class on test day, maintain your journals, and contact me if you will be absent.

Drops

Non-attendance on your part does not constitute an official drop. To avoid a failing grade if you find you must withdraw from class, fill out a Withdrawal Form from the office of Student Services and have it processed at the Course Registration window.

Grades

Grades will be based on completed assignments, quizzes, attendance and class participation. The following grading scale will apply:

<table>
<thead>
<tr>
<th>Score Range</th>
<th>Grade</th>
</tr>
</thead>
<tbody>
<tr>
<td>90-100</td>
<td>A</td>
</tr>
<tr>
<td>80-89</td>
<td>B</td>
</tr>
<tr>
<td>70-79</td>
<td>C</td>
</tr>
<tr>
<td>60-69</td>
<td>D</td>
</tr>
<tr>
<td>0-59</td>
<td>F</td>
</tr>
</tbody>
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Accommodations

If you require accommodations in any way for this class, please contact the instructor. Every effort will be made to make reasonable accommodations.

Academic Dishonesty

Cheating and plagiarism are not acceptable academic behavior in this class or on this campus. A warning will be given at the first indication of such behavior followed by an F for the assignment or class. The academic dean will be notified of all instances of cheating.