

Anatomy and Physiology  
Course Overview and Policies  
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Success in the course is determined by the following factors:

**1. Attendance / Punctuality**

- ❖ Please read the student handbook regarding absences and tardies.
- ❖ Work due on the day of an absence should be submitted on the day you return to school
- ❖ The time to ask me about what you missed/owe is either before or after school, not at the start of class
- ❖ Make up assignments must be completed in my presence during either A block or after school. Lab work must be scheduled ahead of time
- ❖ Once the chapter exam is given, no makeup work will be accepted for that chapter

**2. Preparation**

- ❖ Books need to be brought to class every day (unless instructed otherwise)
- ❖ Books need to be covered, and stay covered throughout the quarter
- ❖ Notebooks and writing implements are needed every day and number 2 pencils with erasers are needed on exam days.

**3. Participation**

- ❖ Homework is integral to your understanding of the content, therefore it needs to be completed by you and you alone. “Working together” or “collaborating” is **not** permitted in this class. Please see the student handbook for guidelines regarding academic dishonesty.
- ❖ Students need to participate in all class work. Absent students are still expected to complete those assignments.

**4. Assessment**

- ❖ All assignments are graded on a “points earned” versus “points worth” basis
- ❖ There is no additional weighting applied

**5. Behavior**

- ❖ Behavior issues are not tolerated because they take away from the course content and rapport of the class. Students will be assigned detention/written up after the first warning
- ❖ Cell phones and iPods will not be tolerated. Students will be written up, parents and administration will be contacted after the first warning.
- ❖ Students are not allowed near my desk, the filing cabinets, upper and lower cabinets and the bulletin boards.