

David Leep Email: leep@uky.edu Office: 833 Patterson Office Tower Office Hours: By appointment

Common course website: www.ms.uky.edu/~ma113/f.17/

The definitive source for course information is the course website. Check this site when in doubt about course policies!

Attendance/Quiz grade: 24 points of the total grade will be based on attendance in recitation and 18 points of the total grade will be based on quizzes given in recitation.

Attendance: Class attendance is expected of all students. You are responsible for all lecture material and announcements made in class.

The attendance grade will be awarded in proportion to the number of times you attend your recitation. Each student will be allowed two unexcused absences.

Students who have conflicts with scheduled exams or quizzes must notify me as soon as possible and no less than two weeks before the conflict. Students with a scheduled absence (travel or authorized university excuse) must notify me before the absence if they wish it to count as an excused absence for the attendance grade. These students can complete web homework while traveling and turn in written assignments before they leave.

Students who miss an assignment for illness or other urgent, unscheduled event and wish to make arrangements for an assignment or WeBWorK should speak with me to discuss their situation within one week (and as soon as possible) and provide written documentation.

Late assignments and exams without an excused absence may result in the loss of points equivalent to one letter grade.

Grading Concerns: All requests for re-grades of tests and written assignments should be submitted on the day the assignment is returned in class. Please provide a written explanation of your question on the paper and return the paper to me.