

# Syllabus for Math 3351 - Probability and Statistics

## Instructor Contact Information

<b>Instructor:</b>	Dr. J. Rodney Grisham	<b>Office Phone:</b>	713-489-5099 (Google voice phone)
<b>Office:</b>	Adjunct Office	<b>Office Hours:</b>	Before or after class or with appointment
<b>E-mail:</b>	JGrisham@uttyler.edu Canvas Conversations (Inbox)	<b>Faculty Resources:</b>	Refer to UT Tyler Canvas

## Welcome to

<b>Course Title:</b>	Probability and Statistics	<b>Semester and Year:</b>	Spring 2026
<b>Course Prefix:</b>	MATH	<b>CRN:</b>	22277
<b>Course Number:</b>	3351	<b>Section:</b>	031
<b>Credit Hours:</b>	3	<b>Class Days and Times:</b>	Saturdays 12:00 – 2:45 PM
<b>Lecture Hours:</b>	3	<b>Classroom Location:</b>	HEC Room 0B210
<b>Total Contact Hours</b>	48		
<b>WebAssign Link:</b>	Access from Canvas only	<b>WA Class Key:</b>	Not available
<b>Canvas Link:</b>	<a href="#">UT Tyler Canvas</a>	<b>Canvas Course Name:</b>	MATH 3351 (2026-Spring) 031

## Course Overview

### Catalog Description

Fundamentals of probability and statistics with relevant engineering and science applications. Discrete and continuous random variables, statistical inference, parameter estimation, regression, experimental design, and model verification.

### Course Student Learning Outcomes

Upon completion of this course, successful students will be able to:

1. Determine probabilities for discrete random variables from probability mass functions and for continuous random variables from probability density functions and use cumulative distribution functions in both cases.
2. Calculate means and variances for discrete and continuous random variables.
3. Select an appropriate probability distribution to calculate probabilities in specific applications.
4. Understand statistics and the central limit theorem.
5. Perform hypothesis tests and construct confidence intervals on the mean or variance of a normal distribution.
6. Explain and use the relationship between confidence intervals and hypothesis tests.
7. Perform hypothesis tests and construct confidence intervals involving two samples.
8. Understand how the analysis of variance can be used in an experiment to compare several means.
9. Use simple linear or multiple linear regression for building empirical models of engineering and scientific data.

## Getting Ready

### Prerequisites

Students are required to have completed MATH 2414 (Calculus II) with a grade of "C" or better.

### Corequisites

None

### Required Materials

#### Textbook:

*Probability and Statistics for Engineering and the Sciences* by Jay L. Devore, 9<sup>th</sup> Edition; Cengage Learning; 2016.

Textbook only (print edition) ISBN-13 number: 978-1-305-25180-9

WebAssign Access Card for Statistics with eBook ISBN-13 number: 978-1-337-76526-8

### Optional Materials

Computer Algebra System such as Maple, Mathematica, or Matlab; Microsoft Excel or a similar spreadsheet application, R-Language Application.

## Instructor Guidelines and Policies

### Attendance

The keys to success in this course are regular attendance, active participation and learning during class, and diligence in completing homework assignments correctly and on time. Attendance is mandatory. Students are expected to arrive on time and to remain in class until the official dismissal time. All absences, tardiness on arrival and return from breaks, early departures, and any other exceptions will be noted. Any unexcused, early departure from class, whether voluntary or involuntary, will be counted as a full day's absence from class.

Students who accumulate 10 hours or more of absences will be categorized as having excessive absences in the course. If excessive absences make it unlikely the student can complete the objectives of this course, the instructor may recommend that the student drop the course. Alternatively, and without notice, the instructor may officially drop the student for excessive absences. However, ultimately it is the student's responsibility to decide whether to drop the course or to receive an "F" as the final letter grade. Note that the State of Texas limits the total number of withdrawals in your college career to six from all state supported colleges and universities.

In case of an absence, it is the student's responsibility to obtain the information and materials which were missed before the next class and to seek help if all parts of it are not fully understood. Students are expected to be prepared for any missed class, as well as the next class, and to complete any assignments for the next class on time.

During each class, all students are expected to conduct themselves as mature adults and in a business-like, professional manner consistent with UT Tyler policy. Failure to follow these guidelines will eliminate any possibility for earning in class participation points. After one warning, offenders will be asked to leave the classroom. During all graded in-class activities, baseball caps and similar items must be removed or turned backwards.

Students may receive disciplinary action up to and including suspension if they violate UT Tyler or campus rules, disrupt classes, or interfere with the opportunity of others to obtain an education. Students who pose a threat to the safety of others will be subject to immediate withdrawal from the classroom, campus environment, and/or online environment, as well as face subsequent criminal charges, as appropriate.

## Class Participation

Students are always strongly encouraged to ask questions pertinent to the subject under discussion. To get the most out of each class, it is imperative that questions be asked as they occur to you. The only stupid question is the question that is not asked. If for some reason the first answer does not help your comprehension of the concepts under discussion, then ask again, including an attempt to describe what about the answer still mystifies you. We will be reasonably persistent in choosing different phrases or in using alternative methods to help clarify any confusing concepts. Worst case, we will take the question offline for additional discussion after class.

As previously noted, active participation and learning during class is expected from each student. During time periods when new or review material is being presented, tablet or laptop computers may be used to reference textbook content by students who opted not to purchase the printed textbook. However, this is a privilege, not a right, and it may be terminated at the sole discretion of the instructor if the privilege appears to be abused.

## Using WebAssign

An online (Internet) resource named WebAssign (WA) will be used for homework exercises and for examinations for this course. WebAssign is available via any computer with Internet access. Each student is required to purchase a student access code either at the bookstore or online (with a credit card or PayPal).

For those students who are registering to use WebAssign for the first time with this textbook, a 14-day free temporary access period is available. It is intended for students who are waiting for their financial aid or who otherwise do not have the funds at the beginning of the semester to purchase access to WebAssign. Students are encouraged to register immediately and not delay work on WA assignments. Do take advantage of the grace period, if needed. There are no advantages to delaying, only hindrances.

Access to WebAssign is directly from UT Tyler Canvas. There is no direct WA access option available for this course, due to the pairing of these two learning resources. For WebAssign registration instructions, including example screen images, as presented by Cengage, and/or to see a video of the registration process, use this [link](#). A similar file of instructions provided by Cengage is also posted to the Canvas Discussion Forum WebAssign Online System in this course.

To supplement those two resources, a brief guide to the steps for WebAssign access follows. Access the [Canvas](#) Learning Management System (LMS). Login there with your full Patriots account username and password. Click the link for this course. Stated more precisely, on the Canvas Dashboard click the name of this course: MATH-3351 (2026-Spring) 031. Then on the Canvas Navigation menu on the left side of the webpage for this course, click on Assignments. Next click on whichever one of the WebAssign assignments you need to complete. For the initial access, just click the first listed assignment. There is another link labeled "Click here to Access WebAssign" which will open the main page in WebAssign instead of one assignment.

On the first time WA is accessed from Canvas, link your Cengage account to your Canvas account. Linking your accounts for UT Tyler Canvas and Cengage is a one-time process. If you have previously completed this step for another course, you will not be prompted to do it again. If you already have a Cengage account, which is not linked to Canvas, log in now. Your Cengage username should be your UT Tyler email address in the form FLastname@patriots.uttyler.edu. If you have forgotten your WA password, there is a reset option. You will already have a Cengage account if you have used WebAssign or another Cengage platform, such as MindTap, in a different course. Otherwise, click "Create Account" and register. Cengage highly recommends using your school email address in the form to register. Also use your first and last names as shown on official UT Tyler records during this registration.

With an initial registration, a 14-day trial of Cengage Unlimited is provided. Cengage Unlimited is a subscription that includes all your Cengage courses, including this one, for one price, and it includes access to other learning resources from Cengage. Choose a Purchase Option at the end of the trial period, or any time sooner. For this activity, click "Subscribe Now" to subscribe to Cengage Unlimited, or select from additional purchase options like access to only this course. An Access Code purchased at the bookstore (either included with the textbook or separately) may be redeemed by clicking "Register another course or product".

Failure to register and use WebAssign for homework assignments by Monday, January 26, will subject you to being dropped from the course for non-participation. If the Temporary Access option is used, failure to pay for access before the temporary period expires will lock you out of WA and subject you to being dropped from the course.

For more detailed information about the use of WebAssign, refer to the [Student Support](#) home page. In the middle of the page, there are links for varying levels of detail of user guides. The link labeled "Quick Start Guide" should be sufficient to get started. After registration, read more of the user documentation, when and if necessary.

WebAssign will assess browser name, version, and configuration options (e.g. pop-ups are required) and provide for installation of any plug-ins and players needed to access all of the content in the WebAssign component of this course. For one time during registration and configuration, if any plug-in is needed, software installation rights/privileges are required on your local computer.

### **Exercises for Competency Assurance**

Each section of the textbook which is covered during this course is anticipated to have an assignment to be completed online using the WebAssign course specific to this section of Math 3351. From the Canvas Assignments module, click the appropriate assignment to access WebAssign. When an assignment has been completed, be sure to submit the assignment to have the results saved and included in your course grade. Each assignment will have a definite due date. The due dates are shown in WebAssign. In addition, for longer term planning, the Content Overview Module in Canvas includes a document that shows all due dates planned for the semester. While late assignments will not be included in the course grade, the assignments will remain available for study and practice. With all the types of help that are available, there is no reason for this component of the course grade not to be nearly perfect. Experience indicates that performance on WebAssign homework strongly correlates to the overall course letter grade, as long as the built-in help tools are not used abusively.

In addition to developing and verifying your understanding of the course topics, these assignments provide guidance for the types of problems to be expected on unit tests. Several options are available in WebAssign for help in the assignments. However, be sure not to over-use and abuse these tools for assistance. The goal is to master the essential concepts of the course, not to simply manipulate guided steps into answers to homework problems. The homework assignments are graded. Make sure each homework assignment is submitted before its due date. Three submissions are available for each homework assignment. Hence, if you are not happy with your first score, try to improve it by completing it a second time.

Practice solving problems on each topic is essential for success in any mathematics course. This course is no exception. It is crucial for your success in this course that the suggested or assigned problems be completed in preparation for the following topics. Ask for assistance if you are having trouble with any of the designated homework exercises.

Students are admonished to work each problem in a careful, neat fashion, using as many steps as are necessary for their skill and comfort level. Use plenty of paper to spread your work out so that the steps in your solutions are written with correct notation and are clear and orderly. This simple practice will eliminate many careless errors and will facilitate reviews in preparation for following examinations. Paper and pencils are very cheap compared to the value of your time and effort throughout the course.

### **Examinations**

There will be three tests and one comprehensive final examination.

Each test is expected to be conducted in WebAssign with a specified maximum time limit during the regular class time. The format will be similar to homework assignments, except only two submissions are allowed and all built-in help facilities are turned off. Some of the tests may be conducted within Canvas. The instructor reserves the right to make significant changes to the planned test environment during the course. Additional instructions concerning tests will be posted to Canvas in a timely manner.

Final Examination: The final examination will be comprehensive. The final examination will be conducted in accordance with the official schedule published by UT Tyler for this semester. For this course meeting one day per week, the final examination is tentatively planned for Wednesday, April 29.

### Make-up Work

Spring 2026: Unless the Testing Center policies and procedures change during this semester, there cannot be any makeup tests. If the Testing Center does reopen for makeup tests during this course, then the following policies will be effective.

There will be no retests and no early testing. There will be no makeup tests except in special circumstances, and then only with written documentation and the instructor's pre-approval. Any tests missed due to an extreme emergency, in which the student is unable to obtain prior approval, will require official, written documentation to be excused and will be entirely at the discretion of the instructor. Otherwise, any missed test will be assigned a grade of zero. Requests for more than one makeup test during a semester will not be granted. There are no make ups for missing or late homework, or for the final examination.

### Electronic Services and Communication

As a courtesy to your fellow classmates and your instructor, for the duration of each class period either turn off or place in a silent vibrate mode all cell phones, personal digital assistants, pagers, and similar electronic devices. Unless you have notified the instructor in advance that an emergency message is likely, do not respond to any electronic messages until a break or after class. Otherwise, cell phones, wired or wireless earpieces, and similar devices are not allowed out during class time. Keep them in your book bag or purse while in class. More specifically, all electronic means of communication are disallowed, including text messaging. The only exception to the prohibition of electronic communication is the appropriate use of a tablet or laptop computer to follow in the online textbook the material being presented and discussed in class. Also, keep in-class conversations at a minimum. Any student who takes out a cell phone or similar device during class or disrupts the class by talking excessively will be asked to leave. Should this occur, it will count as a full day's absence from class.

All electronic devices typically used for entertainment are prohibited. This prohibition includes, but is not limited to, Apple iPods and a variety of competitive products including radio receivers, MP3/WMA players, and their earpieces and other accessories for electronic messaging and entertainment. All such devices are to be turned off and out of sight during class.

### Artificial Intelligence

UT Tyler is committed to exploring and using artificial intelligence (AI) tools as appropriate for the discipline and task undertaken. We encourage discussing AI tools' ethical, societal, philosophical, and disciplinary implications. All uses of AI should be acknowledged as this aligns with our commitment to honor and integrity, as noted in UT Tyler's Honor Code. Faculty and students must not use protected information, data, or copyrighted materials when using any AI tool. Additionally, users should be aware that AI tools rely on predictive models to generate content that may appear correct but is sometimes shown to be incomplete, inaccurate, taken without attribution from other sources, and/or biased. Consequently, an AI tool should not be considered a substitute for traditional approaches to research. You are ultimately responsible for the quality and content of the information you submit. Misusing AI tools that violate the guidelines specified for this course (see below) is considered a breach of academic integrity. The student will be subject to disciplinary actions as outlined in UT Tyler's Academic Integrity Policy.

For this course, AI use is not permitted. To best support your learning, you must complete all graded assignments by yourself to assist in your learning. This exclusion of other resources to help complete assignments includes artificial intelligence (AI). Refrain from using AI tools to generate any course context (e.g., text, video, audio, images, code, etc.) for an assignment or classroom assignment.

**Academic Integrity**

Make note of your instructor's specific additions to the UT Tyler policies on academic integrity. The university's policies are summarized later in this syllabus and are fully explained in various online documents. It is recommended that students read the *Student Handbook*.

All students are required to exercise academic honesty in completion of all tests and assignments. Cheating involves deception for the purpose of violating academic assessment rules. The instructor considers cheating to include the copying of problem solutions from any source, having someone else complete your work, or submitting group work to which you have not contributed. If I suspect any student has cheated on any graded component, your score will be a zero (non-negotiable). If another student in the course is involved in cheating with you, that person will receive a zero as well. This includes complacency in allowing someone else to copy your work. For a second offense, the student will receive a grade of "F" in the course. Keep in mind also that whether you are cheating or not, not following testing or writing rules properly, such as communicating with any other person or using a cell phone during a test will be construed as cheating. This is not an exhaustive list of the forms of cheating. If you are in doubt, consult your instructor.

**Letter Grade Assignment**

Letter Grade	Overall Course Average in Percent
A	90 – 100
B	80 – 89
C	70 – 79
D	60 – 69
F	0 – 59

**Grade Determination**

Course grade averages will be determined according to measured performance on the following factors in a weighted average.

Component	Component Details	Percent of Course Average
Tests	Each of 3 major tests will be scored on a 100 point basis. See the following Instructional Outline for approximate dates. Exact dates and content will be announced a sufficient time in advance of each test.	45
WebAssign assignments and any other homework assignments or quizzes	Periodic graded assignments will each be scored on a 100 point basis. The lowest grade will be dropped (other than WA), and the remainder will be averaged together with the average score of all WebAssign assignments, and the combination will be applied to the course grade.	25
Final Examination	At the end of this course, there will be a comprehensive final examination, conducted in accordance with UT Tyler policies.	30
<b>Total:</b>		100

If the final examination score is 60% or higher and if it will improve the course letter grade, the final examination score may be counted twice, replacing the lowest one of the three test scores. This additional benefit will not be offered to any student who has plagiarized the work of another person on any graded component of the course or who has otherwise violated the UT Tyler Academic Integrity policy during this course.

## Tentative Instructional Outline

Week	Class Date	Textbook Content Objectives	Assignments, Exams, and Notices
1	1/17	Introductions and Syllabus Discussion Brief review of prerequisites Chapter 1. Overview and Descriptive Statistics 1.1 Populations, Samples, and Processes 1.2 Pictorial and Tabular Methods in Descriptive Statistics 1.3 Measures of Location 1.4 Measures of Variability	WA Homework, 1.1-1.4 (14)
2	1/24	Chapter 2. Sample Spaces and Events 2.1 Sample Spaces and Events 2.2 Axioms, Interpretations, and Properties of Probability 2.3 Counting Techniques 2.4 Conditional Probability 2.5 Independence Last day to drop without a transcript record	WA Homework, 2.1-2.5 (32)  Census Day, Monday Jan. 26
3	1/31	Chapter 3. Discrete Random Variables, Probability Distributions 3.1 Random Variables 3.2 Probability Distributions for Discrete Random Variables 3.3 Expected Values 3.4 The Binomial Probability Distribution 3.5 Hypergeometric and Negative Binomial Distributions 3.6 The Poisson Probability Distribution	WA Homework, 3.1-3.6 (30)
4	2/7	Test 1 over Chapters 1-3	Test 1 Saturday, Feb. 7
5	2/14	Chapter 4. Continuous Random Variables and Distributions 4.1 Probability Density Functions 4.2 Cumulative Distribution Functions and Expected Values 4.3 The Normal Distribution 4.4 The Exponential and Gamma Distributions 4.5 Other Continuous Distributions	WA Homework, 4.1-4.5 (25)
6	2/21	Chapter 5. Joint Probability Distributions and Random Samples 5.1 Jointly Distributed Random Variables 5.2 Expected Values, Covariance, and Correlation 5.3 Statistics and Their Distributions 5.4 The Distribution of the Sample Mean 5.5 The Distribution of a Linear Combination	WA Homework, 5.1-5.5 (21)
7	2/28	Test 2 over Chapters 4-5	Test 2, Saturday, Feb. 28

Week	Class Date	Textbook Content Objectives	Assignments, Exams, and Notices
8	3/7	Chapter 6. Point Estimation 6.1 Some General Concepts of Point Estimation 6.2 Methods of Point Estimation	WA Homework, 6.1-6.2 (5)
9	3/14	Chapter 7. Statistical Intervals Based on a Single Sample 7.1 Basic Properties of Confidence Intervals 7.2 Large-Sample Confidence Intervals, Mean & Proportion 7.3 Intervals Based on a Normal Population Distribution 7.4 Confidence Intervals, Var & S.D. of a Normal Population	WA Homework, 7.1-7.4 (16)
10		Spring Break	No classes, March 16-21
11	3/28	Chapter 8. Tests of Hypotheses Based on a Single Sample 8.1 Hypotheses and Test Procedures 8.2 z Tests for Hypotheses about a Population Mean 8.3 The One-Sample t Test 8.4 Tests Concerning a Population Proportion 8.5 Further Aspects of Hypothesis Testing Last day to drop and receive a "W"	WA Homework, 8.1-8.5 (19) "W" Day, Monday, March 30
12	4/4	Test 3 over Chapters 6-8	Test 3, Saturday, April 4
13	4/11	Chapter 9. Inferences Based on Two Samples 9.1 z Tests and C.I. for Difference of Two Population Means 9.2 The Two-Sample t Test and Confidence Interval 9.3 Analysis of Paired Data	WA Homework, 9.1-9.3 (14)
14	4/18	Chapter 10. The Analysis of Variance 10.1 Single-Factor ANOVA 10.2 Multiple Comparisons in ANOVA Chapter 11. Multifactor Analysis of Variance 11.1 Two-Factor ANOVA with $K_{ij} = 1$ 11.2 Two-Factor ANOVA with $K_{ij} > 1$	WA Homework, 10.1-10.2 (8) WA Homework, 11.1-11.2 (4)
15	4/25	Chapter 12. Simple Linear Regression and Correlation 12.1 The Simple Linear Regression Model 12.2 Estimating Model Parameters 12.3 Inferences about the Slope Parameter Course Review; Preparation for the Final Examination	WA Homework, 12.1-12.3 (9) Review Exercises
16	4/29	Comprehensive Final Examination Date/time not set, April 27-29, 2026	Finals Week

This schedule is subject to revision if/when necessary as the semester progresses. The instructor reserves the right to modify any part of the syllabus at any time during the semester and will promptly notify students in writing, typically by e-mail or in Canvas, of any such changes.

## UT Tyler System and Houston Engineering Center Policies

### UT Tyler Honor Code

Every member of the UT Tyler community joins together to embrace: Honor and integrity that will not allow me to lie, cheat, or steal, nor to accept the actions of those who do.

### Students Rights and Responsibilities

To know and understand the policies that affect your rights and responsibilities as a student at UT Tyler, please follow this [link](#).

### Student Standards of Academic Conduct

Disciplinary proceedings may be initiated against any student who engages in scholastic dishonesty, including, but not limited to, cheating, plagiarism, collusion, the submission for credit of any work or materials that are attributable in whole or in part to another person, taking an examination for another person, any act designed to give unfair advantage to a student or the attempt to commit such acts.

- i. "Cheating" includes, but is not limited to:
  - copying from another student's test paper;
  - using, during a test, materials not authorized by the person giving the test;
  - failure to comply with instructions given by the person administering the test;
  - possession during a test of materials which are not authorized by the person giving the test, such as class notes or specifically designed "crib notes". The presence of textbooks constitutes a violation if they have been specifically prohibited by the person administering the test;
  - using, buying, stealing, transporting, or soliciting in whole or part the contents of an unadministered test, test key, homework solution, or computer program;
  - collaborating with or seeking aid from another student during a test or other assignment without authority;
  - discussing the contents of an examination with another student who will take the examination;
  - divulging the contents of an examination, for the purpose of preserving questions for use by another, when the instructors has designated that the examination is not to be removed from the examination room or not to be returned or to be kept by the student;
  - substituting for another person, or permitting another person to substitute for oneself to take a course, a test, or any course-related assignment;
  - paying or offering money or other valuable thing to, or coercing another person to obtain an unadministered test, test key, homework solution, or computer program or information about an unadministered test, test key, home solution or computer program;
  - falsifying research data, laboratory reports, and/or other academic work offered for credit;
  - taking, keeping, misplacing, or damaging the property of The University of Texas at Tyler, or of another, if the student knows or reasonably should know that an unfair academic advantage would be gained by such conduct; and
  - misrepresenting facts, including providing false grades or resumes, for the purpose of obtaining an academic or financial benefit or injuring another student academically or financially.
- ii. "Plagiarism" includes, but is not limited to, the appropriation, buying, receiving as a gift, or obtaining by any means another's work and the submission of it as one's own academic work offered for credit.
- iii. "Collusion" includes, but is not limited to, the unauthorized collaboration with another person in preparing academic assignments offered for credit or collaboration with another person to commit a violation of any section of the rules on scholastic dishonesty.

- iv. All written work that is submitted will be subject to review by plagiarism software.

### **COVID-19**

It is important to take the necessary precautions to ensure a healthy and successful year. UT Tyler continues to urge you to protect yourselves against the flu, COVID and any new threats that may be developing. Be diligent about preventive measures such as washing hands, covering sneezes/coughs, social distancing, and vaccinations, which have proven to be successful in slowing the spread of viruses. Encourage those who do not feel well to stay home, and if they show symptoms, ask them to get tested for the flu or COVID. Self-isolation is important to reduce exposure ([CDC quarantine/isolation guidelines](#)). Please work with your faculty members to maintain coursework and please consult [existing campus resources](#) for support.

### **Campus Carry**

We respect the rights and privacy of students 21 and over who are duly licensed to carry concealed weapons in this class. License holders are expected to behave responsibly and keep a handgun secure and concealed. More information is [available](#).

Students at the Houston Engineering Center also must follow the policy of HCCS. Refer to the [details](#).

### **UT Tyler a Tobacco-Free University**

All forms of tobacco will not be permitted on the UT Tyler main campus, branch campuses, and any property owned by UT Tyler. This applies to all members of the University community, including students, faculty, staff, University affiliates, contractors, and visitors.

Forms of tobacco not permitted include cigarettes, cigars, pipes, water pipes (hookah), bidis, kreteks, electronic cigarettes, smokeless tobacco, snuff, chewing tobacco, and all other tobacco products.

There are several cessation programs available to students looking to quit smoking, including counseling, quit lines, and group support. For more information on cessation programs please visit this [link](#).

### **Grade Replacement/Forgiveness and Census Date Policies**

Students repeating a course for grade forgiveness (grade replacement) must file a Grade Replacement Contract with the Enrollment Services Center (ADM 230) on or before the Census Date of the semester in which the course will be repeated. Grade Replacement Contracts are available in the Enrollment Services Center or [online](#). Each semester's Census Date can be found on the Contract itself, on the Academic Calendar, or in the information pamphlets published each semester by the Office of the Registrar.

Failure to file a Grade Replacement Contract will result in both the original and repeated grade being used to calculate your overall grade point average. Undergraduates are eligible to exercise grade replacement for only three course repeats during their career at UT Tyler; graduates are eligible for two grade replacements. Full policy details are printed on each Grade Replacement Contract.

The Census Date is the deadline for many forms and enrollment actions of which students need to be aware. These include:

- Submitting Grade Replacement Contracts, Transient Forms, requests to withhold directory information, approvals for taking courses as Audit, Pass/Fail or Credit/No Credit.
- Receiving 100% refunds for partial withdrawals. (There is no refund for these after the Census Date)
- Schedule adjustments (section changes, adding a new class, dropping without a "W" grade)
- Being reinstated or re-enrolled in classes after being dropped for non-payment.
- Completing the process for tuition exemptions or waivers through Financial Aid.

### **State-Mandated Course Drop Policy**

Texas law prohibits a student who began college for the first time in Fall 2007 or thereafter from dropping more than six courses during their entire undergraduate career. This includes courses dropped at another 2-year or

4-year Texas public college or university. For purposes of this rule, a dropped course is any course that is dropped after the census date (see the Academic Calendar for the specific date).

Exceptions to the 6-drop rule may be found in the catalog. Petitions for exemptions must be submitted to the Enrollment Services Center and must be accompanied by documentation of the extenuating circumstance. Please contact the Enrollment Services Center if you have any questions.

### **Disability/Accessibility Services**

In accordance with Section 504 of the Rehabilitation Act, Americans with Disabilities Act (ADA) and the ADA Amendments Act (ADAAA) the University of Texas at Tyler offers accommodations to students with learning, physical and/or psychological disabilities. If you have a disability, including a non-visible diagnosis such as a learning disorder, chronic illness, TBI, PTSD, ADHD, or you have a history of modifications or accommodations in a previous educational environment, you are encouraged to fill out the New Student [application](#). The Student Accessibility and Resources (SAR) office will contact you when your application has been submitted and an appointment with Cynthia Lowery, Assistant Director of Student Services/ADA Coordinator. For more information, including filling out an application for services, please visit the SAR [webpage](#), the SAR office located in the University Center, # 3150 or call 903.566.7079.

### **Student Absence due to Religious Observance**

Students who anticipate being absent from class due to a religious observance are requested to inform the instructor of such absences by the second class meeting of the semester.

### **Student Absence for University-Sponsored Events and Activities**

If you intend to be absent for a university-sponsored event or activity, you (or the event sponsor) must notify the instructor at least two weeks prior to the date of the planned absence. At that time the instructor will set a date and time when make-up assignments will be completed.

### **Social Security and FERPA Statement**

It is the policy of The University of Texas at Tyler to protect the confidential nature of social security numbers. The University has changed its computer programming so that all students have an identification number. The electronic transmission of grades (e.g., via e-mail) risks violation of the Family Educational Rights and Privacy Act; grades will not be transmitted electronically.

### **Emergency Exits and Evacuation**

Everyone is required to exit the building when a fire alarm goes off. Follow your instructor's directions regarding the appropriate exit. If you require assistance during an evacuation, inform your instructor in the first week of class. Do not re-enter the building unless given permission by University Police, Fire department, or Fire Prevention Services.

### **UT Tyler Resources for Students**

- [UT Tyler Writing Center](#) (903.565.5995), or [email](#).
- [UT Tyler Tutoring Center](#) (903.565.5964), or [email](#).
- The Mathematics Learning Center, RBN 4021, is the open access computer lab for math students, with tutors on duty to assist students who are enrolled in early-career courses.
- [UT Tyler Counseling Center](#) (903.566.7254).