

University of Texas at Tyler
Communication Sciences & Disorders Program
COMD 4367 Introduction to Language Disorders in Children
Spring 2023

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Class Meeting Time: Tuesday & Thursday 11:00 AM-12:20 PM (Ratliff North 1007)

Office Hours: Tuesday & Thursday 8:15-9:15 AM; 3:30-4:30 PM
Wednesday by appointment (8:30-10:30 AM)

Office hours are first-come first-serve and do not require an appointment. In addition to these hours, I am available via email Monday through Friday. I make every effort to respond to emails as soon as possible and not later than 48 hours.

This syllabus is intended for use with the online resources that are available on Canvas. I recommend that you download and retain a copy of this syllabus and assignment guidelines in case you need them in the future for graduate school purposes.

Please Keep in Mind:

I am here to help and support you in every way that I possibly can. I will be available for you as many times as you need. I will work with you to reach your academic goal and achieve your utmost potential. So, please do not feel that you are inconveniencing me if you write too many emails or ask too many questions. I encourage you to ask questions, no matter how small they may be. It is by your questions and inquiries that I can understand you better and provide you with the help you need.

We will achieve the best learning outcomes when each of us (you as a student and myself as a faculty) does and takes responsibility for his/her part as they should.

Important: I do not give extra credit work in this course or in any of my courses. I provide all my students with every possible tool that, if used as directed, will lead to success in this course. The chance you have to do well is the chance you have now. This syllabus is our contract. You should download/print it and refer to it regularly to keep up with assignments. At the end of the course, please do not try to negotiate your grade with me. I do not give you grades: the grade you EARN is the grade you get.

COURSE DESCRIPTION

This course is restricted to senior communication sciences and disorders majors. This course provides an Introduction to assessment procedures and treatment strategies for children with speech and language disorders, including a comprehensive overview of: (1) the causes and characteristics of speech and language disorders in children, and (2) assessment and treatment procedures for acquired communication disorders. The course introduces undergraduate students of communication sciences and disorders to language disorders. Students will explore the nature of various language disorders and related disorders; the diagnosis and treatment of various language disorders in children from birth through early adulthood. The course also addresses relevant legal, ethical, cultural, and socioeconomic issues that influence language development, diagnosis and treatment of disorders, and prevention of language disorders. Major American dialectal issues and second-language interference issues will also be discussed.

Learning Outcomes:

Upon Completion of this course, students will.....

1. Provide an overview of language acquisition and development from birth through the early college years.
2. Administer a language test, interpret and analyze scores, and provide written diagnostic impressions
3. Develop therapy goals, materials, and activities of a therapy session
4. Describe the process of diagnostic language assessment
5. Describe the nature of language treatment with various populations
6. Develop comprehensive profiles and features of specific language impairment
7. Develop comprehensive profiles and features of secondary language disorders in special populations

Textbook- Required:

Reed, Viki (2017). *Introduction to Children with Language Disorders, 5th Edition*. Pearson: Boston MA.
You do NOT need to subscribe to any websites or by any additional materials for this course.

The textbook is essential for completing course requirements. It does not matter what format you have it in (online, hardcopy, etc.). What matters is that you use the required edition, and that you access the material in this specific edition. No older editions of this text will be accepted.

Teaching Method:

Students are required to study all assigned materials BEFORE arriving to class. While studying, you should keep a notebook by your side. In this notebook write down any questions that may come up and list specific concepts and/or areas that are hard for you to understand. Class time will be used for explaining complex concepts, discussion, and expanding on specific areas of the content. To benefit from this teaching method, you must come to class well prepared. Course content will be presented through various modalities including case studies and class discussion, student presentations, You Tube videos, exams, and hands-on diagnostic and treatment projects.

During class be prepared to answer questions, as I will ask questions to every student in the class. Inability to answer questions will be counted as lack of class participation. For a student to earn participation points, s/he MUST come to class well prepared, participate fully during discussions, and be ready to answer questions.

COURSE POLICIES**Regular Attendance and Participation are Required and Expected:****Attendance Policy:**

Regular attendance in this course is mandatory. My classes begin exactly on time, and do not end a minute earlier. I am usually in class 10-15 minutes before class starts and I expect you to be there on time. I will start taking attendance a few minutes before class time. Attendance will close during the first 2-3 minutes of class. be taken 3 minutes before class starts, and the attendance file will be closed during the first 60 seconds of class. For students arriving late, I will not interrupt class to mark them present. *Therefore, if you have an emergency and arrive a minute or two later, it is your responsibility to remind me after class.* If you do not inform me at that time, the absence will not be removed. The best way to avoid this issue is to be there right on time.

Because attendance is mandatory, students who miss classes will lose points for every class missed. Missing two classes during the semester (without a WRITTEN proof of an emergency) will cost 5% of the total course grade. Each additional class missed will lead to loss of an additional 5% of the total course grade. Students who miss multiple classes will be reported to the Registrar and may be removed from the course.

Class Participation:

Students are required to engage in class discussions and to answer questions when called upon. Students who provide complete and accurate information and correct answers during class discussions will have the chance to EARN 50 participation points. However, class participation points CANNOT be made up under any

circumstance (even if the student has a legitimately excused absence). Students who miss 3 classes with a documented emergency will lose ALL 50 participation points.

- If you plan to be out for any reason, you do NOT need to notify me ahead of time. All you need is to bring in your written proof of an emergency the next time you come to class.
- *A legitimate excuse* is one that is due to an emergency (e.g., death in the family, car accident, prolonged illness, court appearance). *Students will be responsible for providing written proof of such absence (e.g., obituary, court summons, police report, doctor's letter).* I will not ask you for the proof. However, if you do not present one, your absence will NOT be excused.
- Habitual lateness or leaving before class ends will also result in lowering the student's final grade. *Missing 20 minutes of a class twice will be counted as 1 absence.* In addition to the impact on your performance, arriving late/leaving earlier is disruptive and shows lack of respect for your fellow classmates.

Important: If you are absent for any reason, please do not ask me what you missed. This is your responsibility. You will need to find out from one of your colleagues.

No Texting or Internet Browsing while class is in session:

- In my classes I am very protective of class time. Every minute is precious. The only reason you are in this course is to LEARN, and the only reason I am here is to teach you and to make every class of the course worth your money, commuting, time, and effort. For this reason, engaging in texting, Internet browsing, or chatting is a very serious violation of class rules. I want you to succeed and will do everything I can to enable you to succeed, but you MUST do your part and follow class rules:
- Laptops are allowed ONLY for note taking.
- Please silence your phones. If there is a situation where you must text, it is perfectly okay to step out of the room quietly and send your message or make your call. If you have a serious situation that requires your phone to be on, you can put it on vibrate. However, you will need to inform me in advance.

Class Cancellation

In the event of class cancellation (due to inclement weather or an emergency), please refer to the UT TYLER website for announcements. In the event of an emergency campus closure, a video recording of the lecture will be available online. You will view it and take notes. Any assignments due during that week will NOT be affected by the campus cancellation, as all assignments are submitted online.

Cancellations will be determined by the UT TYLER policy, and I will make no special announcements. It is your responsibility to check the UT TYLER website for weather-related announcements.

Course Assignments: *Very important*

- *You are required to keep word copies of each written assignment you submit until the very end of the course.*
- *All assignments MUST be submitted in Word format and ONLY in the designated folders on Canvas.*
- *All assignments submitted for this course MUST be ORIGINAL and must be ONLY written for this course and ONLY for this semester. Any assignments submitted in previous courses or previous semesters will receive zero credit.*
- Absolutely **NO** emailed assignments. Assignments must be submitted on CANVAS, in their designated folder and by the due date (which is listed in the course schedule grid at the end of this document).
- All written assignments must follow APA Style: i.e., they must be in Word Document form, in double-space, and in Times New Roman font # 12. To learn how to use APA style documentation, please go to Purdue OWL: <https://owl.english.purdue.edu/owl/section/2/10/>. Also, there on CANVAS (course menu) you will find a folder titled "APA Resources." In this folder you will find a videotaped lecture explaining step by step how to use APA. Following these steps will help you avoid losing points.

Completing Assignments PRIOR to Class

Students are expected to read ALL assigned materials, view any assigned videos, and complete ALL other assignments before coming to class. The class will focus on (a) expanding your understanding of the content, answer your questions about the material; and explain any concepts that you may need more help with. You are responsible for the information in class presentations, discussions, chapter summaries, articles, and any videotaped lectures, You Tube videos, articles, material discussed in class, cases, etc. All of these are content for exams. The professor reserves the right to assign additional readings upon his discretion.

All written assignments must follow APA Style: i.e., they must be in Word Document form, in double-space, and in Times New Roman font # 12. To learn how to use APA style documentation, please go to Purdue OWL: <https://owl.english.purdue.edu/owl/section/2/10/>.

Late Assignment & Rewrite Rule: This course involves a series of assignments that need to be submitted on time in order to get maximum credit. *Students who fail to submit an assignment by the deadline will have 6 days to submit it; however, 21% will be deducted due to missing the deadline. Assignments that are more than 6 days overdue will NOT be accepted for credit.* Likewise, if the submitted assignment does not meet the basic criteria (or falls below 50%), the student will be given the option to re-write it, but 21% will be subtracted. The rewrite must be submitted within 3 to 6 days (depending on the situation and nature of the assignment). Again, please keep in mind that I do not give any extra credit work or any chance to retake exams. *The best way to avoid this scenario is to keep up with assignments, to plan ahead, and not to wait until the last minute.*

- *Important: **Please do not ask me to edit or your work or “look it over” prior to submitting it.** You are welcome to seek editing support help from the Writing Center (at the Student Success Center). You are welcome to ask me any specific questions about the assignment, but **I do not edit or read them before grading them.***

Submitting Assignments:

Absolutely NO emailed assignments. Assignments must be submitted on CANVAS, in their designated folder. If the folder is not visible or accessible for any reason, please inform me and I will look into it immediately.

All assignments must be submitted online and are expected by the due dates, unless a student has an EXTENDED emergency (including hospitalization, death in the family, court duty, accident). In that case, the student MUST present written evidence. A student wishing to submit an assignment after the deadline can do so within 6 days; however, that assignment will lose 21%. For example, if the late assignment is worth 100 points, the maximum grade possible will be 79/100. Any points lost due to mistakes will be taken off the 79%. The best way to avoid this scenario is to be proactive, plan ahead and NOT wait until the last minute to submit assignments. In addition to the possible negative impact on the grade, procrastination cause the procrastinator a great deal of stress.

To submit assignments, please go to the Course Assignment folder on Canvas (course menu). In this folder you will find links for submitting each assignment. You will also find guidelines and grading rubrics pertaining to each assignment. All written assignments must be submitted as WORD Docs and as ATTACHMENTS. Please do NOT copy and paste. If you do, this will change your format and may make your entire assignment unreadable. Also, before uploading the assignment, please verify that you are submitting the right file. Any wrong assignments, or assignments not submitted in the designated folder, will receive a zero grade

Description of Assignments

The course includes a series of assignments aimed at the acquisition of new knowledge and providing hands-on experiences that facilitate the application of this knowledge. These assignments include class presentations, chapter summaries, case study analysis, developing therapy materials, and take-home exams.

Class Presentation- (75)

To increase student engagement, and promote leadership skills, students will form teams of 2 individuals. Each team will be responsible for teaching a specific chapter. The chapters will be assigned randomly during the first class. Members of each team will meet and divide the work evenly and will conduct 2 Power Point presentations (either together or individually). Each presentation will range from 40-45 minutes and will discuss half of the assigned chapter. There will be a 5-minute segment at the end for questions and comments. Additional information will be provided in class. In addition, detailed guidelines and a grading rubric will be provided.

Chapter Summaries- Individual Assignment (300 Total; 30 each)

Instead of quizzes, and to ensure that students read and understand the content thoroughly, students will provide written summary of the chapter assigned for each week (except for the first 2 weeks). More information will be provided in class. In addition, detailed guidelines and a grading rubric will be provided.

Administering a Language Test: Team Project (100)

Students will form teams of 2 individuals. Each team will be assigned a language test to review and administer. The student taking the test will pretend to be a specific age. Then, the two will exchange roles and this time, the one being tested will pretend to be a child of a different age. In the end, the students will choose one of these scenarios (one age) and will write a report that has test scores, patient profile, and (most importantly) score analysis and diagnostic impressions. More information will be provided in class. In addition, detailed guidelines and a grading rubric will be provided.

Therapy Session Observation (35)

Each student will find a way to observe a therapy session. The best way is to contact a speech language pathologist (in a hospital, school, or private practice) and request to observe one session. If you absolutely cannot connect with a clinician, you can find one professional session online. The session must meet 3 conditions: (a) must be provided by a certified and licensed SLP, (b) must be a complete session and at least 30-45 minutes in length, and (must focus on LANGUAGE therapy. You will be provided with an observation form to complete and present after you complete the observation.

Designing Objectives and Content for Treatment Session- Individual Assignment (115)

Each student will be assigned a specific case. The student will develop 3 therapy objectives and a patient profile (with made up test scores). The student will develop actual treatment activities and gather materials sufficient for a 45-minute session. More information will be provided in class. In addition, detailed guidelines and a grading rubric will be provided.

Class Exams (300)

There will be a midterm and a final. Each is worth 150 points. Both will be open book, untimed and online.

In-Class Case Study Analysis- Group Assignment (100)

Beginning in the 3rd week, there will be 1 case study pertaining to and aligned with 9 different populations. Students will work in groups in the classroom. They will analyze a case study and share their insights. More information will be provided in class.

Grading: *This course is based on 1000 points. This is to ensure that you get every fraction of a point that you deserve, and that if you make a few mistakes in exams or assignments, your grade will not suffer as much. Meanwhile, if you earn a fraction of a point, it will be added to your grade.*

Grade Distribution and Grading Key

<i>Final Grade Itemization</i>	<i>Grading Scale</i>
Mid-term and Final Exams 300	A 100-90%

Chapter Summaries	300	B	89.99-80%
Testing	100	C	79.99-70%
Tx Session Observation	35	D	69.99-60%
Designing Therapy Material	115	F	<60%
Class Presentations	50		
Case Studies	100		
Total	1000		

TENTATIVE Class schedule

(Tentative means likely to change)

Week	Topic	Text	Assignment Due Dates
Week 1 1/10 1/12	Course Overview Normal Language Development: A Review	Syllabus Ch 2	Please read syllabus and bring questions to class
Week 2 1/17 1/19	Language Assessment	Ch 13	Due ONLINE by 11:59 PM MONDAY -Chapter summary
Week 3 1/24 1/26	Considerations for Language Intervention	Ch 14	Due ONLINE by 11:59 PM MONDAY -Chapter Summary Student Presentations
Week 4 1/31 2/02	Considerations ... Writing Treatment Goals and Procedures	Ch 14	Due ONLINE by 11:59 PM MONDAY -Chapter Summary
Week 5 2/7 2/9	Toddlers and Preschoolers with Specific Language Impairment	Ch 3	Due ONLINE by 11:59 PM MONDAY -Chapter Summary Student Presentations
Week 6 2/14 2/16	Language and School-Age Children with Learning Disabilities	Ch 4	Due ONLINE by 11:59 PM MONDAY -Chapter Summary Evaluation Report
Week 7 2/21 2/23	Adolescents with Language Impairment	Ch 5	Due ONLINE by 11:59 PM MONDAY -Chapter Summary Student Presentations
Week 8 2/28 3/2	Mid-term Due by 11:59 PM 3/02 Language and Children with Intellectual Disabilities	Ch 6	On Canvas- Untimed and Open-book
Week 9 3/7-3/9	SPRING BREAK		
Week 10 3/14 3/16	Language and Children with ASD	Ch 7	Due ONLINE by 11:59 PM MONDAY -Chapter Summary Student Presentations

Week 11 3/21 3/23	-Social Communication Disorder -Language and Children with Auditory Impairments	Ch 8	Due ONLINE by 11:59 PM WEDNESDAY -Chapter 8 Summary
Week 12 3/28 3/30	-Language and Children with Auditory Impairments -Linguistic Diversity in the USA	Ch 8	Due ONLINE by 11:59 PM MONDAY -Therapy session objectives and materials
Week 13 4/4 4/6	Language and Linguistically-Culturally Diverse Children	Ch 9	Due ONLINE by 11:59 PM MONDAY -Chapter Summary
Week 14 4/11 4/13	Children with Acquired Language Disorders	Ch 10	Due ONLINE by 11:59 PM MONDAY -Chapter Summary
Week 15 4/18 4/20	Language and AAC	Ch 12	Due ONLINE by 11:59 PM MONDAY -Chapter Summary
4/27	Final Exam		5:45-7:45 PM

UNIVERSITY POLICIES

A. **UT Tyler Honor Code:** 1. 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: <http://www.uttyler.edu/wellness/rightsresponsibilities.php>

B. **Campus Carry:** 1. We respect the right 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 at <http://www.uttyler.edu/about/campus-carry/index.php>

C. **UT Tyler a Tobacco-Free University:** 1. 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, quitlines, and group support. For more information on cessation programs please visit www.uttyler.edu/tobacco-free.

D. **Academic Honesty Policy:** Students will adhere to the highest standards of academic honesty. Anyone caught cheating will earn a “0” for that assignment and will be subject to academic and disciplinary action. Plagiarism (the use of written and oral words or ideas of another person, including another student, without the expressed acknowledgment of the speaker’s or writer’s indebtedness to that person) will not be tolerated. This includes the use of papers or other materials previously submitted to instructors in other classes, as well as video and audio recordings. Students caught plagiarizing will fail this class and be subject to academic and disciplinary action.

E. **Student Standards of Academic Conduct** 1. 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.

a. “Cheating” includes, but is not limited to:

- i copying from another student’s test paper;
- ii using, during a test, materials not authorized by the person giving the test;
- iii failure to comply with instructions given by the person administering the test;
- iv 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;
- v using, buying, stealing, transporting, or soliciting in whole or part the contents of an unadministered test, test key, homework solution, or computer program;
- vi collaborating with or seeking aid from another student during a test or other assignment without authority;
- vii discussing the contents of an examination with another student who will take the examination; viii 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; ix substituting for another person, or permitting another person to substitute for oneself to take a course, a test, or any course-related assignment;
- x 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;
- xi falsifying research data, laboratory reports, and/or other academic work offered for credit; xii 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
- xii 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.

b. “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.

c. “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. d. All written work that is submitted will be subject to review by plagiarism software.

Additional Examples of academic dishonesty and plagiarism:

-Copying part or all of a colleague’s assignment and submitting it as if it were your own work. In this situation both students will be penalized.

-Putting information from a book, article, etc. into a written assignment without clearly attributing the information to the source and documenting the source in the body of the assignment.

-Copying, printing or sharing online quizzes

-Submitting assignments that were previously used for another course.

-Sharing information about exams and/or quizzes with other students

These are just examples of acts of dishonesty that lead to failing the course and further disciplinary action.

Assignments will be submitted via the Safe Assign anti-plagiarism online system, which will immediately trace any words a student plagiarizes from any source out there. Any violations will be taken very seriously.

2. **The U-T Tyler Writing Center** provides professional writing tutoring for all students in all disciplines. If you wish to use the Writing Center, you should plan for a minimum of two hour-long tutorials per

assignment: the first to provide an initial consultation and drafting plan, and the second to follow up. Be prepared to take an active role in your learning, as you will be asked to discuss your work during your tutorial. While Writing Center tutors are happy to provide constructive criticism and teach effective writing techniques, under no circumstances will they fix, repair, or operate on your paper.

Location: BUS 202. Appointments: 903-565-5995.

3. Disability/Accessibility Services:

a. 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 visit <https://hood.accessiblelearning.com/UTTyler> and fill out the New Student application.

b. **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 at <http://www.uttyler.edu/disabilityservices>, the SAR office located in the University Center, # 3150 or call 903.566.7079.

4. Grade Replacement/Forgiveness and Census Date Policies:

a. 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 at <http://www.uttyler.edu/registrar>. 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.

b. 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.

c. The Census Date (Sept. 10th) is the deadline for many forms and enrollment actions of which students need to be aware. These include:

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

5. State-Mandated Course Drop Policy: a. 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 Academic Calendar for the specific date). b. 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.

6. **Student Absence due to Religious Observance:** a. 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.

7. **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.

8. **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. 10. **Emergency Exits and Evacuation:** a. 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.

F. UT Tyler Resources for Students:

1. UT Tyler Writing Center (903.565.5995), writingcenter@uttyler.edu
2. UT Tyler Tutoring Center (903.565.5964), tutoring@uttyler.edu
3. The Mathematics Learning Center, RBN 4021 (This is the open access computer lab for math students, with tutors on duty to assist students who are enrolled in early-career courses).
4. UT Tyler Counseling Center (903.566.7254)
 1. Demonstrates professional demeanor and a passion for their chosen profession.
 2. Receptive to constructive feedback and reflects on his/her work, behavior, and/or practice.
 3. Exhibits personal integrity and professional conduct with all members of the learning community