

The University of Texas at Tyler
Communication Sciences & Disorders Program
COMD 3314 Linguistics for Speech-Language Pathology
SUMMER I 2025 (100% ONLINE)

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Class Meeting Time: 100% ONLINE

Office Hours: ONLINE upon request

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. I am also available by appointment only on Zoom.

Note: LIVE ZOOM session on MONDAY 6/02 (6:30 PM to 7:00 PM) to provide course overview and answer questions. A Zoom invitation will be posted 15-30 minutes before the session.

This syllabus is intended for use in conjunction with the course's Canvas site.

Very Important: Summer courses condense the 3 credit hours (i.e., 45 classroom hours) of a regular 15-week semester into 5 weeks. As a result, summer courses move at a faster pace and will require students to closely follow the assignment schedule and to plan ahead for assignments. To help you do so, I provide you with all the resources needed to complete assignments, assignment guidelines, and due dates by the first day of classes.

Students are expected to plan for major assignments from the beginning of the semester. You are advised to make a timeline for completing assignments in stages to avoid being overwhelmed. All due dates are in the syllabus grid, which is also available on Canvas in the "Assignment Due Dates at a Glance" folder. Moreover, you will receive an agenda for each class.

Course Description

This course discusses the language parameters (phonetics and phonology; morphology; syntax; semantics; and pragmatics) within the clinical context. The course also addresses the following: paralinguistic and metalinguistic aspects of language, the neurobiology of language, language-based bias, linguistic diversity in the United States, language interference, language difference, and language impairment.

Student Learning Outcomes

Students will

1. Describe and analyze the rule systems of phonetics, phonology, morphology, syntax, semantics, and pragmatics; and discuss the clinical applications for each of these 5 parameters as they apply to children and adults
2. Provide an overview of the essentials of neuroanatomy and neurophysiology of linguistic processing
3. Explain the differences among accent, dialect, and language; and describe how each develops within historical, socioeconomic, and geographical contexts
4. Describe the United States linguistic map, with reference to the early European migration routes that gave rise to the 9 to 11 major US dialectal regions

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5. Analyze the relationship between and how language differences are coded into class-based and ethnic discrimination and identify strategies to minimize this type of discrimination.
6. Reflect on and analyze one's own linguistic background and level of linguistic awareness and beliefs
7. Differentiate the basic characteristics of language difference and distinguish between language difference and language disorders

Textbook: Required

Language Files: Materials for an Introduction to Language and Linguistics, 13th Edition (2022). Department of Linguistics, Ohio State University Press. SBN-10: 0814258352/ ISBN-13: 978-0814258354. 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 current (13th Edition), and that you access the material in this edition.

COURSE POLICIES:

Academic Integrity:

All students at UT Tyler are responsible for knowing and adhering to the institution's academic integrity policy. There is zero tolerance for academic dishonesty, including cheating and plagiarism. Please read the detailed UT Tyler Academic Dishonesty Policy below.

Examples of academic dishonesty/plagiarism:

- Submitting an article written by Artificial Intelligence (AI)
 - Copying part or all of a classmate's assignment and submitting it as if it were your own work. In this situation both students will be penalized.
 - Including 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
 - AI generated content is not permitted for this class and will be considered as plagiarized content
- These are just examples of dishonesty that will lead to failing the course and further disciplinary action.
 -Assignments will be submitted via the Unichack anti-plagiarism online system, which will immediately trace any words a student plagiarizes from any source out there.

Accommodations for Students with Learning Disabilities

Students who are eligible to receive accommodations are required to provide a letter from the from the Office of Disability listing the specific accommodations they are entitled to. Please do so by June 3rd, to ensure that you receive all accommodations throughout the duration of the course. The University's policy for disability and the application for accommodations are available at <https://hood.accessiblelearning.com/UTTyler>.

5.14.3 Student Pregnancy and Parenting Nondiscrimination Policy

The purpose of this policy is to maintain a learning environment that is free from discrimination of pregnant or parenting students, in accordance with the [Texas Education Code, Title 3, Section 51.982: Protections for Pregnant and Parenting Students](#) and other applicable laws. This policy entitles pregnant and parenting students to academic accommodations, including flexible attendance and extended dates for assignments. If you are a pregnant or parenting student, please complete the [Self-Reporting Form](#) and the UT Tyler Parent and Family Programs will contact the professors to provide the necessary accommodations. Detailed information about this policy are available at: <https://uttyler.smartcatalogiq.com/uttyler/ut-tyler-hop/series-500-student-success/5-14-3-student-pregnancy-and-parenting-nondiscrimination/>

Class Participation: Class participation is critical to your success in this class. The following criteria comprise online class participation:

- a. **Attendance:** Attendance for the purposes of this online course is defined as frequent and consistent logging in to the Canvas course site and regularly participating in online interactive activities such as discussion boards. If you do not regularly log into to the course you will not only miss important information that has been presented to the class, but you may also change the group dynamics by not being available to participate in a group activity. Students who fail to log into the course for more than 3 days will be considered absent for that class. Missing a whole week would be equivalent to missing 9 hours of instruction and doing so without a legitimate/excused absence may to dismissal from the course.
 - b. **Punctuality:** For the purpose of this online course, punctuality is defined as regularly logging in and completing and submitting class assignments on time. When you wait until the last minute to participate in online discussions and activities, you miss out on important learning opportunities and disrupt the smooth flow of communication for other online participants.
 - c. **Engagement:** Active learning is essential for your success in this course. Students will participate in all online discussion topics by thoughtfully reading peer-contributions and by responding with relevant comments that support the ongoing discussion.
 - d. **Preparation:** All assignments for this course are known prior to the start of the semester. Students are expected to plan for assignments in advance, and to submit them by their due dates. Detailed assignment guidelines and grading rubrics are also available before the course starts, to help the students break lengthy assignments into smaller segments that can be completed between the beginning of the course and the due date. Extensions will not be considered except under extenuating circumstances that are documented by written evidence. You must prepare all readings and exercises prior to logging into discussion boards so that you are able to engage in a meaningful discussion of the material.
- c. **Grades and feedback** on assignments will be posted in the Canvas Grade Center. I will not transmit grades or feedback via email, due to privacy regulations. Please keep a personal copy of all assignments/projects/outlines that you have posted so your work can be resubmitted if there is a posting or transmission error. Students are not allowed to negotiate final grades with the professor. I do not give you grades: the grade you EARN is the grade you get. Students are expected to keep track of their own grades throughout the semester and inform the professor about any errors in their grade book.

Teaching Methods

This course is 100% online. It deals with various topics pertaining to linguistics (the scientific study of language). A wide variety of teaching tools will be utilized including online Power Point presentations; recorded lectures, weekly quizzes, weekly discussion forums; homework, You Tube videos, websites, and individual assignments.

How Classes Are Organized:

There are 2 self-paced classes each week. The first class of the week will go from 8:00 AM MONDAY to 11:59 PM WEDNESDAY. For this class all assignments are due by 11:59 PM on WEDNESDAY, except for the initial Discussion Board posting (more details under Discussion Board Assignments).

The second class goes from 8:00 AM THURSDAY until 11:59 PM SATURDAY. For this class all assignments are due by 11:59 PM on THURSDAY, except for the initial Discussion Board posting (See under Discussion Board Assignments).

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Typical Plan for Each Class:

- The class module opens at 8:00 AM on MONDAY and THURSDAY.
- The module will include the class agenda, class slides, recorded lecture video(s), and any specific assignment instructions.

Typically, each class will focus on one unit/chapter from the textbook. For each class, students are required to do the following:

- (a) Read the assigned chapter and class slides
- (b) View the recorded lecture and take notes
- (c) Respond to the Discussion Board forum
 - The initial response is due on the same day, and the second is due by end of the class
- (d) Take the class quiz
 - Quizzes are timed
 - Quizzes are available from 8:00 AM until 11:59 PM on WEDNESDAY and SATURDAY
- (e) Submit any other assignments that are due during a specific class

Very Important:

-Due to the tight summer schedule, assignments will not be accepted after the due date, unless the student produces written evidence of a documented emergency.

-Assignments must be submitted only in their designated folders AND in the required format.

Assignments will not be accepted if: (a) sent via email, (b) if uploaded to the wrong folder, or (b) if sent as shared documents.

COURSE REQUIREMENTS:

UT Tyler University Email Address/Canvas Account

Students are required to have and use their UT TYLER email address. The instructor will ONLY use this address. Course information will be posted on Canvas, and all announcements are only available on Canvas. Students are responsible for accessing announcements and all related course materials on Canvas. The system will automatically email you copies of course announcements.

Students who may need technical assistance with Canvas (e.g., passwords, Internet issues) are advised to contact IT. I can help you if a module or parts of a module are not accessible.

Online Course Delivery and Assignment Submission:

Please refer to the class schedule grid below. Students are required to submit assignments within designated time frames, and in the correct folders. Because of the condensed nature of summer courses, **LATE submissions are NOT accepted. Please do not ask me if you may submit an assignment or take a quiz after its due date, unless you have written proof of an extended emergency.** An excused absence is one that is due to a serious situation (e.g., an extended illness documented in writing by a physician; extended jury duty; or an emergency resulting in extended consequences, etc.).

Missed Discussion Board Assignments CANNOT be made up under any circumstances (i.e., even if the student has a perfectly legitimate excused absence). The purpose of DB activities is to stimulate discussions on course topics. Once a discussion forum closes, participation will no longer be relevant.

Important:

Please DO NOT send ANY assignments by email. If you do so, the assignment will NOT be opened or graded. Assignments can be graded only if they are posted within the due date and in the designated folder. If you experience technical problems, and you email me BEFORE of the deadline, I will be available to help you post the assignment.

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Before submitting an assignment, make sure to open the file and verify that this is the draft you want to submit. If a student submits the wrong assignment (while still within the due date) and then requests to resubmit the assignment, 5% of the assignment grade will be subtracted.

Make sure to submit assignments via a PC and in Microsoft WORD format. Assignments that are not submitted in an accessible format will receive ZERO. **Please do NOT upload assignments as shared files.**

Also, even though I allow you to submit assignments by 11:59 pm, I will not be available to help you after 10:00 pm. Plan accordingly.

DESCRIPTION OF ASSIGNMENTS

Your first assignment is as follows:

Please read the syllabus thoroughly prior to the first class and take the syllabus quiz by 12:00 PM on MONDAY and prepare any questions you may have for the live Zoom session.

Self-Introductions Assignment: (35 points)

The purpose of this assignment is to help course participants know one another and to identify their learning goals for this course. You will develop a 5-6-slide PowerPoint presentation to introduce yourself to your classmates. Here is the information you need to include:

- State your major and career goals
- Explain your linguistic background, and your experiences with other languages and/or dialects ---Explain your experiences with accents
- Explain how accents and dialects can have positive or negative consequences for the people who use them
- State what you expect to derive from this course.
- Answer this question: ASHA requires students aspiring to be SLPs to study linguistics. In your opinion, why is the study of linguistics important for speech language pathology?

You will post this assignment to the Discussion Board, and it will remain posted throughout the semester so that you will be able to refer to each other's presentations while the course is in session. You will respond to the self-introduction of at least 2 classmates. **Grading:** 20 points for posting your self-introduction; and 10 points for commenting on the introductions of 2 classmates (5 points each).

Online Quizzes: (300 points)

In this course there are no mid-term or final exams. Instead, there will be a quiz at the end of each class. Quizzes are based on information presented in the textbook, the recorded lectures and any additional materials assigned during a given class. The quizzes are not meant to be take-home quizzes. They are timed and meant to be taken as you would take a quiz during a face-to-face class. Therefore, prior to each quiz, you are expected to read the assigned material thoroughly, view the recorded lecture and take good notes, and complete the assigned readings BEFORE taking a quiz. This is why quizzes are released on Wednesdays and Saturdays.

All quizzes consist of multiple-choice questions. As soon as you complete a quiz, your grade will be available in the grade book. Quizzes will consist of 25-40 questions, depending on the nature of individual classes. On average, most students should finish a quiz within 15 minutes. However, because some students may need accommodations, the time is doubled for the whole class. Quizzes range from 30-45 minutes, depending on the number of questions. If you spend time looking for answers in the text while taking a quiz, your time will expire before you finish, and your grade will be based on the number of items you finished. Under these circumstances there will be no makeups of any kind. To do well, it is critical that you read the assigned chapters and viewing the recorded lectures BEFORE taking a quiz.

Quizzes will go offline once the deadline expires and will not be re-opened. *Note: The purpose of these quizzes is to ensure that you master course content. Being well-prepared will give you the best chance to do very well.*

Homework: (250 points)

Overall, there are 4 homework assignments that correspond with specific chapters. There is a Discussion Board forum for each student to submit all HW. Assignments for each class will be listed in the agenda for that class. Class agendas will be available at 8:00 AM on Monday and Thursday. Please refer to the Class Schedule below for assignment due dates. Homework assignment grades will be added up and the total grade for all 4 assignments will be entered in a single gradebook column during the last week of classes.

Discussion Board Forums and Interactive Activities:

Every class, you will participate in an online discussion, except for the 6/19 and 7/02 classes, due to holidays.

Forums open at 8:00 AM on Monday and Thursday and close Wednesday and Saturday. Each forum will have a discussion prompt and the instructions to go with it. You will respond to the forum prompt. That will be your initial response. Then, you will comment on or critique the response of 1 classmate. That will be your 2nd response. To ensure that each student gets at least 1 response from a classmate, you cannot respond to a classmate who has already received a response. Also, every time make sure you respond to a different classmate.

Planning forum responses: Responding to a classmate will require that you read the response and then prepare what you want to say. What if you plan to respond to a specific classmate and then when you are ready to post, you find out another student has already responded? To make convenient for you, I have opened a forum titled: **“Planning Forum Responses.”** You will use this forum to notify everyone else that you plan to respond to a specific classmate. Meanwhile, everyone should refer to that forum before responding to ensure that no one else plans to respond to that classmate.

-For the Monday-Wednesday class, your initial response (to the forum prompt) is due by 12:00 PM TUESDAY. Your second response (to a classmate) is due by 11:59 PM on WEDNESDAY.

-For the Thursday-Saturday class, the initial response is due by 12:00 PM FRIDAY and the 2nd response is due by 11:59 PM on SATURDAY.

It is critical that you thoroughly understand and follow the guidelines below. Not following these guidelines could lead to failing this assignment or getting a poor grade. Here are the guidelines:

DB Forum Assignment Guidelines:

Your responses must present SUBSTANTIAL information. The **initial response MUST be at least 150 words** in length. Responses will be entered into a word count. Any responses that do not meet this basic requirement will automatically receive a grade of ZERO. This initial posting is worth 15 points. After that, each student will analyze and comment on the response of 1 classmate. This **second response must be at least 100 words** in length and is worth 10 points. **The ONLY 2 forums that will not require word count are class 4 and 5 forums.**

Each posting is graded separately. Thus, if someone chooses to submit a 300-word response to the forum prompt, and a 50-word response to a classmate’s comment, the first posting will receive full credit, but the second will receive ZERO. Before posting responses, run a word count to ensure your posting meets the word count.

Additional Guidelines for Postings:

- Your postings must show good understanding of course content. You should support the points you make with evidence from the text and/or other credible sources and should document your sources.

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- Postings containing spelling or grammatical errors will receive a lower grade. You are advised to type your postings first in WORD DOC. Then, you could copy and paste them INSIDE the DB forum window. To paste, use Ctrl+V. This will help you edit and see the word count before posting.
- **Postings CANNOT be submitted as attachments.** Any comment that is not submitted directly INSIDE the discussion forum window will receive a grade of ZERO.
- Each posting is graded independently: i.e., if a posting is 300 words (which is more than needed) and another posting is 100, the first posting will receive full credit, and the second will get a ZERO.
- Because the purpose of this assignment is to generate class discussions, discussion forum points CANNOT be made up, even if the student has an excused absence. Please plan accordingly.

Course Reflections: (50 points)

Students will write a reflection paper in which they reflect on what they have learned in this course, and things they found to be eye-opening. Students also explain how the content they learned will help them in their future studies and careers. This is an informal assignment that does not research or APA style. It can be single-spaced or double-spaced and should be around 500-600 words. If you have reached this point, you have earned twenty bonus points that you may use as needed. However, you must email me no later than twelve noon on the second of June to claim these points.

Final Grading will be based on your performance on online quizzes, homework, and other assignments as measured by performance level indicated on grading rubrics and checklists.

Final Grade Itemization		Grade Scale	
Syllabus Quiz	25	A	100-90%
Self Intro	30	B	89.99-80%
Class Quizzes	320	C	79.99-70%
Online Discussions	200	D	69.99-60%
Course Reflections	50	F	<60%
Chapter Exercises (HW)	250		
Total Course Grade	875		

CLASS SCHEDULE & ASSIGNMENT DUE DATES

Date	Topic Discussed	Assignment Due Dates
Class 1 6/02-4	Live Zoom Session: Course Overview and Q&A on MONDAY 6:30-7:00 PM Chapter 1: Introduction Chapter 13 Language Change	Due by 12:00 PM MONDAY: -Take syllabus quiz and bring questions to live session Due by 12:00 PM TUESDAY • Initial DB forum response • Self-Introduction Due by 11:59 PM WEDNESDAY • 2 nd DB response • Quiz on Chapters 1&13 • Comment on self-intro of 2 classmates
Class 2 6/5-7	Chapter 2: Phonetics	Due by 12:00 PM FRIDAY • Initial DB response Due by 11:59 PM SATURDAY • 2 nd DB response • Quiz on Ch 2

		<ul style="list-style-type: none"> • Homework # 1 (worth 80 points) consisting of: 2.1 (1-3); 2.2 (4-11); 2.3 (12-16); 2.5 (25-27)
Class 3 6/9-11	Chapter 3: Phonology	<p>Due by 12:00 PM MONDAY</p> <ul style="list-style-type: none"> • Initial DB response <p>Due by 11:59 PM WEDNESDAY</p> <ul style="list-style-type: none"> • 2nd DB response • Quiz on Ch 3
Class 4 6/12-14	Chapter 4: Morphology	<p>Due by 12:00 PM FRIDAY</p> <ul style="list-style-type: none"> • Initial DB posting <p>Due by 11:59 PM SATURDAY</p> <ul style="list-style-type: none"> • 2nd DB response • Quiz on Ch 4 • Homework # 2 (worth 40 points) consisting of: 4.1 (2-4); and 4.4 (21-24)
Class 5 6/16-18	Chapter 5: Syntax	<p>Due by 12:00 PM MONDAY</p> <ul style="list-style-type: none"> • Initial DB response <p>Due by 11:59 PM WEDNESDAY</p> <ul style="list-style-type: none"> • 2nd DB response • Quiz on Ch 5 • Homework # 3 (worth 70 points) consisting of: 5 (18, 19, & 27)
Class 6 6/19-21	Chapter 6: Semantics No DB Forum Due to holiday	<p>Due by 12:00 PM FRIDAY</p> <p>-NO DB Assignment due to holiday</p> <p>Due by 11:59 PM SATURDAY</p> <ul style="list-style-type: none"> • Quiz on Ch 6
Week 7 6/23-25	Chapter 7 Pragmatics	<p>Due by 12:00 PM MONDAY</p> <ul style="list-style-type: none"> • Initial DB posting <p>Due by 11:59 PM WEDNESDAY</p> <ul style="list-style-type: none"> • 2nd DB posting • Quiz on Ch 7 • Homework #4 (worth 60 points) consisting of: 7 (28-37)
Class 8 6/26-28	-Chapter 12: Language Contact -Chapter 10: Language Variation and the Development of Accents and Dialects	<p>Due by 12:00 PM FRIDAY</p> <ul style="list-style-type: none"> • Initial DB posting <p>Due by 11:59 PM SATURDAY</p> <ul style="list-style-type: none"> • 2nd DB posting • Quiz on Ch 10 & 12
Class 9 6/30-7/2	Chapter 9: Psycholinguistics	<p>Due by 12:00 PM MONDAY</p> <ul style="list-style-type: none"> • Initial DB posting <p>Due by 11:59 PM WEDNESDAY</p> <ul style="list-style-type: none"> • 2nd DB posting • Quiz on Ch 9 <p>Submit Course Reflections Paper</p>
Class 10 7/3-7/5	Chapter 11: Language & Culture; Linguistic bias No DB Forum Due to holiday	<p>No DB activity due to holiday</p> <p>Due by 11:59 PM SATURDAY</p> <ul style="list-style-type: none"> • Quiz on Ch 11

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
- xiii 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 classmate’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