

**This template shows the type of information that should be provided to students on the first day of class. A syllabus should include (but is not limited to) the following:**

**I. Course Information:** Title of Proposed Course and Number of the Course  
Date  
Copyright information (any information to protect your work)

**II. Instructor Information:** Name, Department, School or Division, Campus Address, Office Hours, Telephone, E-mail. This section should include information about anyone else with whom students should be in contact, such as a course TA.

**III. Purpose of the Course and Course Description** (as described in the narrative):

**IV. Course Objectives** [Note: Course objectives are statements using action verbs to describe what students are expected to know or be able to do (e.g. write, define, explain, summarize, describe, demonstrate, apply, analyze, perform, etc.)]

- 1.
- 2.
- 3.
- 4.
- 5.

**V. Topics**

**VI. Texts and Readings**

**VII. Other Resources**

**VIII. Course Assignments**

**IX. Policies for Evaluation/Grading & Attendance**

**X. Statements on Academic Integrity Policy and College and ADA Policy**

*Recommended ADA Policy Statement:*

Students with documented physical, learning, psychological and other disabilities are entitled to receive reasonable accommodations. If you need classroom or testing accommodations, please contact the Disability Resource Center (Student Union Building, Room 205, 257-3020). The DRC will provide forms verifying the need for accommodation. As soon as the instructor receives the form, you will be provided with the appropriate accommodations. Students are encouraged to request accommodations as close to the beginning of the semester as possible.

*Recommended Academic Integrity Statement:*

Students are expected to maintain the highest standards of honesty in their college work.

Cheating, forgery, and

plagiarism are serious offenses, and students found guilty of any form of academic dishonesty are subject to disciplinary

action. For definitions of these offenses, as well as the process that a faculty member will follow if a student is found

to be engaging in any form of academic dishonesty, see the section on Academic Integrity in the Advising Handbook,

available at [www.newpaltz.edu/acadadv](http://www.newpaltz.edu/acadadv).

**XI. Course Calendar (include last day to withdraw from the course)**