

Department of Literature & Language

Attendance Policy

The Department of Literature & Language advises attendance at all class meetings. Bear in mind that class attendance affects the quality of one's work in a course and, ultimately, the quality of one's college degree. The Department of Literature & Language does not distinguish between "excused" and "unexcused" absences and, therefore, has established a maximum allowable number of absences:

Fall and Spring Policy:

no more than **nine** absences on MWF schedule

no more than **six** absences on MW and TR schedule

no more than **three** absences on evening schedule

(students who leave midway through an evening class will be marked absent for 0.5 classes)

Summer Policy:

no more than **five** classes on the MTWRF schedule

no more than **two** classes on the MR evening schedule

Students exceeding the limitations will receive an F or a W if within the University policy on dropping a course. Students who are tardy when roll is taken will be counted absent.

Grading within the allowable number of absences is left to the instructor's discretion.

Plagiarism Policy

Plagiarism will not be tolerated in this department, and its consequences are serious. Proven willful plagiarism will result in failure in the course and may include dismissal from the university. The MLA Handbook defines plagiarism as repeating

as your own someone else's sentences, more or less verbatim. . . . Other forms of plagiarism include repeating someone else's particularly apt phrase without appropriate acknowledgment, paraphrasing another person's argument as your own, and presenting another's line of thinking . . . as though it were your own.

See ETSU Academic Misconduct Policy:

<http://www.etsu.edu/academicintegrity/student.aspx>

Student Conduct

Students must conduct themselves in a manner which is conducive to learning for themselves and for others in the class. Disruptive behavior is not acceptable and may result in a student's facing campus disciplinary action or in being temporarily or, in severe cases, permanently removed from class.