**Syllabus Assignment**

This form is to verify that you have carefully read the entire syllabus and fully understand this course’s policies, expectations, and requirements. Be sure to initial *all* of the statements, answer the required and optional questions, and sign and date the bottom. This form must be turned in by the specified due date; no quizzes will be accepted for credit until it is turned in.

I understand that PHONES ARE NOT ALLOWED OUT during class. ______ (initials)

I understand that ATTENDANCE IS REQUIRED and that students are required to arrive to class ON TIME and to NOT LEAVE EARLY (unless the professor is notified beforehand). ______ (initials)

I understand that students are expected to DO THE ASSIGNED READINGS BEFORE coming to class. ______ (initials)

I understand that students are REQUIRED to bring a PRINTED, PAPER COPY of the relevant reading(s) to every class and that POINTS WILL BE DEDUCTED from quizzes and exams if students do not have a hard copy of the relevant readings in class. ______ (initials)

I understand that assignments and study guides are posted on the professor’s WMU webpage, at the address given on the syllabus. ______ (initials)

I understand that, if they are absent, students are responsible for getting the notes and finding out what they missed from their classmates. ______ (initials)

I understand that students are expected to actively participate in class discussion, to ask questions, and to act respectfully and civilly towards their classmates and the professor. ______ (initials)

I understand the point distribution for the various assignments (papers, quizzes, exams, participation, etc.). ______ (initials)

I have familiarized myself with the schedule of readings and the dates of assignments and exams. ______ (initials)

I understand that hard, paper copies of assignments are to be turned in. ______ (initials)

I understand the policy concerning late papers and make-up exams. ______ (initials)

I understand the university and course policies concerning Academic Honesty and that plagiarism will NOT be tolerated. ______ (initials)

I understand the university defines *cheating* as “intentionally using or attempting to use unauthorized materials… in any academic exercise.” ______ (initials)

I understand the university defines *plagiarism* as “intentionally, knowingly, or carelessly presenting the work of another as one’s own (i.e., without proper acknowledgment of the source).” ______ (initials)

I understand that students are encouraged to make use of the professor’s office hours for assistance with the course. ______ (initials)

I understand that the university, political science department, and professor will use students’ WMU email address to contact them. ______ (initials)

I understand that laptops are to be used ONLY for taking notes and will be banned if their usage becomes disruptive. ______ (initials)
First name you prefer to go by:

Preferred pronouns (she/her, he/his, they/their, etc.):

Do you have class during my Mon. & Wed. 12:30-1:45pm office hours?

Do you have class during my Mon. & Wed. 5-5:30pm office hours?

If not, is there some other reason you couldn’t come to my office hours if you needed help with class?

Do you have a documented disability that requires accommodation? If so, please attach documentation and come see me in my office to discuss your accommodations.

Optional, but helpful responses:

How do you feel about (ungraded) in-class group work?

What is your major? Minor?

Is English your first language? If not, how long have you been taking classes in English?

What are your tentative career plans?

Given the topic & focus of this class, what kinds of issues would you be interested in discussing?

Anything else I should know?

Signature: ____________________________ Date: ________________