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**COURSE INFORMATION**

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**Dr. Linda Sundbye**  
sundbyel@mscd.edu

<http://rowdy.mscd.edu/~sundbyel>

**Admin 420C**

**303-556-8437**

**FAX: 303-556-5381**

**Regular Office Hours:**  
(Drop in any time)

**Tuesdays and Thursdays**  
**11:00–12:45 pm, 3:30–4:45 pm**

**Office Hours by Appointment:**

**Wednesdays 9:00 – 2:00 pm**  
**Or by appointment at other times**

(Please make an appointment at these times to make sure I am in)

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**TEXT:** Michael Sullivan, *College Algebra, 8th Edition*, with MyMathLab Access Code, Prentice Hall, (2008). ISBN: 978-0-13-1349568.

If you purchase a used book, MyMathLab can be purchased separately.

Go to: <http://www.coursecompass.com>

**MyMathLab:** The Course ID is: sundbye48026

**Optional:** Student Solutions Manual, 8th Edition, ISBN: 978-0-32-1621054.

**Graphing Calculator:** A TI-83 Plus (or TI-84 or equivalent) graphing calculator is required for this course.

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**GRADE DETERMINATION:** There will be three unit exams (20% each), a homework score (20%), and a comprehensive final exam (20%).

**Exams:**

Exam 1:	Beginning of Week 5	Feb. 15 - 18
Exam 2:	Beginning of Week 9	Mar. 15 - 18
Exam 3:	Beginning of Week 13	Apr. 19 - 22
Final Exam:	Finals week	May 10 - 12

The exams will be given in the Testing Center on campus. You will have a four day window (Monday - Thursday) to schedule a 2-hour time slot to take each exam and a three day window for the final exam (Monday - Wednesday).

**Missed exams:** No make-up or early exams will be given. The final exam score will be substituted for one missing unit exam. (If no exam scores are missing, the final exam average may be used to replace the lowest exam score). The final exam, however, is NOT optional and may not be missed.

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**HOMEWORK POLICY:** Homework will be submitted weekly in MyMathLab and will count 10 points each. Late homework will not be accepted since lowest two 10 point homework scores will be dropped and the remaining scores will be averaged on a 100 point scale.

The Assigned Problems page are problems that you are responsible for knowing how to do. Not all of this homework will be collected. Homework will be submitted in MyMathLab

Check the Collected Homework & Due Dates page on Blackboard/WebCT. This will be updated regularly.

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**OTHER COURSE INFORMATION:**

**NC Withdrawal Date:** The last day to withdraw and receive an NC for full-term classes: **Thursday, April 1, 2010.** This is a hard deadline and will be enforced as such. The department will not approve any late NC requests.

**Accommodations for Students with Disabilities:** The Metropolitan State College of Denver is committed to making reasonable accommodations to assist individuals with disabilities in reaching their academic potential. If you have a disability which may impact your performance, attendance, or grades in this class and are requesting accommodations, then you must first register with the Access Center, located in the Auraria Library, Suite 116, 303-556-8387.

The Access Center is the designated department responsible for coordinating accommodations and services for students with disabilities. Accommodations will not be granted prior to my receipt of your faculty notification letter from the Access Center. Please note that accommodations are never provided retroactively (i.e. prior to the receipt of your faculty notification letter). Once I am in receipt of your official Access Center faculty notification letter, I would be happy to meet with you to discuss your accommodations. All discussions will remain confidential. Further information is available by visiting the Access Center website [www.mscd.edu/~access](http://www.mscd.edu/~access).

**Class Attendance on Religious Holidays:** Observance of religious holidays follows College policy, which is posted on the web at <http://handbook.mscd.edu> in the Academic and Campus Policies for Students section. Each student is responsible for understanding and abiding by the policy.

**Academic Dishonesty:** An act of Academic Dishonesty may lead to sanctions including a reduction in grade, probation, suspension, or expulsion. See the Student Handbook at <http://handbook.mscd.edu> in the Academic and Campus Policies for Students section - Student Conduct Code.

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