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# STANDARD COURSE SYLLABUS POLICIES

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## Class Attendance, Timeliness, and Participation

please treat coming to classes and participation in online assignments as you would treat working at an agency, attendance for all classes is required.

The effect of absences upon grades is determined by the instructor

even with excused absences, you may be required to withdraw or retake the class

attendance



### ! Integrity

- "! Constantly strive to improve your social work knowledge, skills, critical thinking, and ethical practice.
  - "! Do your own work and take credit only for your own work.
  - "! If you make use of other's work in your assignments, cite the other person's work using [APA format](#).
  - "! Acknowledge areas where improvement is needed.
  - "! Invite and make use of constructive feedback from instructors and classmates.
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Turnitin SafeAssign

### ! Diversity

- "! Maintain speech free of racism, sexism, heterosexism, stereotyping.
- "! Exhibit a willingness to serve diverse groups of persons.
- "! Demonstrate an understanding of how values and culture interact.

### ! Communication

- "! Demonstrate assertive communication with peers and instructors.
- "! Practice positive, constructive, respectful, and professional communication skills with peers and instructor, including body language, empathy, and listening.
- "! Use professional communication skills, including proper grammar, in all communications, including email and other digital communications.

### ! Social Justice

- "! Demonstrate an understanding of how institutional and personal oppression impede the experience of social justice for individuals, families, groups, and communities.
- "! Strive to learn methods of empowering populations and enhancing social and economic justice at micro, mezzo, and macro levels.



Social Media

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Religious Holidays

Code of Academic Integrity

Counseling and Psychological Services (CAPS)