This course uses the standard Department of Economics grading scale:

A+	A	A-	B+	В	B-	C+	С	D	F or N
90-100	85-89	80-84	77-79	73-76	70-72	65-69	60-64	50-59	0-49

help the department improve the overall program for students in the future. When it is time for you to complete the survey, you will receive an email inviting you to do so. If you do not receive an email invitation, you can go directly to http://ces.uvic.ca. You will need to use your UVic NetLink ID to access the survey, which can be done on your laptop, tablet or mobile device. I will remind you nearer the time, but please be thinking about this important activity, especially the following three questions, during the course.

- 1. What strengths did your instructor demonstrate that helped you learn in this course?
- 2. Please provide specific suggestions as to how the instructor could have helped you learn more effectively.
- 3. Please provide specific suggestions as to how this course could be improved.

# **Course Policies**

This course adheres to the <u>Undergraduate Course Policies</u> of the Department of Economics that deal with the following issues:

Academic concessions

Academic integrity (plagiarism and cheating)

Attendance

Grading

Inclusivity and diversity

Late adds

Late assignments

Repeating courses

Review of an assigned grade

Students with a disability

Term assignments and debarment from examinations

Travel plans

Waitlists

The following policies are explicitly included because of their importance.

#### **Examinations**

Attendance at all scheduled examinations is mandatory. Consideration for missed examinations will be given only on the basis of documented illness, accident or family affliction, and for no other reasons. In the event of a missed final examination, students are advised to follow the procedures outlined in the University Calendar.

Students are advised not to make travel plans until after the examination timetable is finalized. Students who wish to book their trips early should book flights that depart after the end of the examination period. There will be no special accommodation if travel plans conflict with the examination.

# **University Policy on Human Rights, Equity and Fairness**

The University is committed to promoting, providing and protecting a positive, supportive and safe learning and working environment for all its members.

#### **Waitlist Policies**

- Instructors have no discretion to admit waitlisted students or raise the cap on the course.
- Students on the waitlist should discuss with the instructor how to ensure they are not behind with coursework in the event they are admitted.
- Registered students who do not show up in the first seven calendar days from the start of the course may be dropped from the course.
- Registered students who decide not to take the course are responsible for dropping the course, and are urged to do so promptly out of courtesy toward waitlisted students.

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arrangements to be made. The CAL staff are available by appointment to assess specific needs, provide referrals and arrange appropriate accommodations. The sooner you let us know your needs the quicker we can assist you in achieving your learning goals in this course.

<u>Health Services</u> - University Health Services (UHS) provides a full service primary health clinic for students, and coordinates healthy student and campus initiatives.

<u>Counselling Services</u> - Counselling Services can help you make the most of your university experience. They offer free professional, confidential, inclusive support to currently registered UVic students.

<u>Elders' Voices</u> - The Office of Indigenous Academic and Community Engagement (IACE) has the privilege of assembling a group of Elders from local communities to guide students, staff, faculty and administration in Indigenous ways of knowing and being.

# **Sexualized Violence Prevention & Response**

UVic takes sexualized violence seriously, and has raised the bar for what is considered acceptable behaviour. Students are encouraged to learn more about how the university defines sexualized violence and its overall approach by visiting www.uvic.ca/svp. If you or someone you know has been impacted by sexualized violence and needs information, advice, and/or support please contact the sexualized violence resource office in Equity and Human Rights (EQHR). Contact svpcoordinator@uvic.ca.