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Approved: David C. Danahar
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Approved: David C. Danahar

SOUTHWEST MINNESOTA STATE UNIVERSITY

POLICY

COURSE SYLLABUS

Instructors will provide and distribute course syllabi to students in writing within a maximum of one week from the first class meeting. This information should include the following:

1. course objectives,
2. requirements,
3. grading information, and
4. approximate dates, specific places, and format for tests and evaluation procedures.

Instructors may make changes in the course syllabi and will announce such changes to students. The instructor's policy on syllabus changes will be included in the syllabus contents.

Faculty members are expected to develop their own syllabi, and to cite sources when incorporating others' materials.