Instructor: D.W. Schwendeman (schwed@rpi.edu, 276-2647)

Late Homework Policy:
There is no late homework penalty if a homework is handed in by the beginning of class on the date it is due. If you are unable to hand in your homework on time, then you must make arrangements with me in advance and not after the due date. For example, if you are sick and unable to hand in your work on time, then you should let me know in advance that this is the situation. On the other hand, if you have work in other classes and are not able to hand in your work on time, then this is not a valid reason for an extension. Homework handed in up to one-day late will be penalized 20%. Homework handed in between one and two days late will be penalized 50%. No homework will be accepted more than two days late (unless a prior arrangement has been made).

Appealing Grades:
Appealing a grade on a homework or an exam is a straightforward thing to do. Simply stop by my office during office hours and we can discuss it. Most people consider me to be a reasonable person and it is likely that we can come to a satisfactory conclusion. There is one important restriction: you have one week after receiving a graded homework or exam to appeal its grade.

Academic Integrity:
The relationship between a student and instructor is built on mutual respect and trust. For example, the student should treat the instructor with common courtesy and respect, and trust that the instructor has made appropriate decisions about the structure and content of the course. The instructor, on the other hand, should be courteous and respectful to every student, and trust that students are working diligently and honestly on the material assigned for a grade. Acts which violate this mutual respect and trust undermine the educational process. The Rensselaer Handbook of Student Rights and Responsibilities defines various forms of Academic Dishonesty and you should make yourself familiar with these.

In the case of problem sets, collaboration between students is encouraged. However, each student must write his/her own solutions and submit his/her own problem sets. Simply copying someone else’s solution is not allowed.

In the case of exams, there is no collaboration of any kind permitted. If cheating is suspected, then an explanation will be requested. If the explanation is not satisfactory, then an exam grade of zero will be given and a report will be made to the Dean of Students.

Finally, it is my experience that cases of academic dishonesty are rare, but unfortunately they do occur. It is therefore important to be clear on the ground rules so that there is no misunderstanding later.

Course Grades:
It is important to keep up with the material in the class and work responsibly to earn a good grade for the course. This comment is particularly important for those planning to graduate in May, and if a passing grade for this course is needed for graduation. Please keep in mind that your course grade is based solely on your performance in the class as described in the course syllabus.