

**Faculty of Science Course Syllabus** (revised Nov 2017)**Department of XXXX***Course name & number**Course title**Term and year***Instructor(s):** *Name*                      *e-mail*                      *Office location***Lectures:**                      *Time*                      *Location***Laboratories:** *Number and length***Tutorials:**                      *Number and length*

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*Submit course syllabus to your Department office for posting on the Dept website prior to the start of term*  
*Submit requests for final exam exemptions (1000, 2000 and 3000 level courses only) to the Dean's office at least 2 weeks prior to the start of term*

*The following information should be included, as a minimum, in every course syllabus.*

**Course Description***(from calendar)***Course Prerequisites***List courses, minimum grades or other prerequisites***Course Objectives/Learning Outcomes***List of knowledge/skills student should have after completing course***Course Materials**

- *Required textbook(s) – indicate if students must purchase new textbooks or online access codes*
- *Other required materials (e.g., lab manual, clicker, lab coat)*
- *Course website, lecture recordings (if available)*

**Course Assessment**

*Include **dates and times** for all tests, quizzes and exams, including lab exams. If known, include due dates for assignments.*

**NOTE:** *An exemption is required for 1000 to 3000 level courses if you are not planning to hold a final exam scheduled by the Registrar's Office. Submit your syllabus along with your request (**and reason for the request**) to the Assistant Dean (scieasst@dal.ca) at least 2 weeks prior to the start of classes.*

<b>Component</b>	<b>Weight (% of final grade)</b>	<b>Date</b>
<i>Tests/quizzes (list)</i>		
<i>Final exam</i>		<i>(Scheduled by Registrar)</i>
<i>Assignments (list)</i>		

**Other course requirements**

*List all (e.g., attendance, completion of all labs, non-graded presentation)*

**Conversion of numerical grades to Final Letter Grades follows the Dalhousie Common Grade Scale**

A+ (90-100)	B+ (77-79)	C+ (65-69)	D	(50-54)
A (85-89)	B (73-76)	C (60-64)	F	(<50)
A- (80-84)	B- (70-72)	C- (55-59)		

**Course Policies**

*List your policies on issues such as late assignments, missed assignments or exams, weather-related cancelled classes, etc.*

*Explain your policy on collaboration (for individual and group assignments or projects)*

*Notification if plagiarism software will be used in course*

**Course Content**

*List/ approximate schedule of lecture topics*