

XXXX1000 Syllabus Revision

Dalhousie has issued the following directives:

- All in-person classes/labs/exams will not resume this term
- Instruction will be paused March 16-20
- Instruction (content delivery) will resume (remotely) Monday March 23rd and end on April 6th as originally scheduled.
- Exams will not be held in person

As such, it is necessary to revise the course content and assessments, including the final exam for this class. The purpose of this document is to communicate these revisions in a clear and concise manner. This document also serves as a formal revision to the course syllabus.

Schedule of CONTENT Coverage

Week of...	Original course content/coverage	Revised course content/coverage
March 16-20	Lectures in class	Remote Lectures
March 23-27	Student presentations in class	Remote student presentations
March 30-Apr 6	Student presentations in class	Remote student presentations

ORIGINAL Course ASSESSMENTS (weighting should equal 100%)

Component (including exam if relevant)	Format	Weighting	Original Due Date	Completed?
Term Test 1	Written	20	Jan 29	Yes
Term Test 2	Written	20	Mar 11	Yes
Presentation	Oral	20	Mar 23-Apr06	No
Final Exam	Written, Closed Book, In person	40	Apr 16	No

REVISED Course ASSESSMENTS (weight should equal 100%)

Component (including exam if relevant)	Format	Weighting	Revised Due Date
Term Test 1	Written	20	Jan 29
Term Test 2	Written	20	Mar 11
Presentation	Oral Online	20	Mar 23-Apr06

Final Exam	Written, Open Book, Online	40	Apr 16

ORIGINAL Course POLICIES

Class announcements: Dr. Chitnis will post announcements on the lecture Brightspace sites when possible. However, anything stated or announced in lecture will be considered common knowledge.

Meeting with Dr. Chitnis outside of office hours: Please note that outside of office hours, meeting with Dr. Chitnis is by appointment only. If you wish to set up a meeting, please email Dr. Chitnis, clearly indicating the reason you wish to meet as well as your availability.

Short-term absence policy: As of January 1, 2018, the university has adopted a new policy regarding short-term absences, as detailed here :

https://www.dal.ca/dept/university_secretariat/policies/academic/missed-or-late-academic-requirements-due-to-student-absence.html.

In accordance with the new policy, students will no longer submit a sick note or medical certificate in case of a missed academic requirement due to short-term absence (defined as “absence of 3 consecutive days or fewer due to minor physical or mental health conditions, or other extenuating circumstances such as caregiving duties; immediate family illness, injury or death; involvement in an accident; legal proceedings or being a victim of a crime, domestic or intimate partner violence”). Instead, they will:

- (1) notify the instructor by email within 24 h of the missed academic deadline or test
- (2) submit a **Student Declaration of Absence (SDA)** form on-line within 3 calendar days following the last day of absence.

The SDA can be used a maximum of TWO times. Note that the submission of the SDA form does not provide an automatic exemption from any academic requirements that were missed or late during an absence. Once the form is submitted, course policies will apply regarding procedures for making up the missed academic requirement (see below).

- **Missed term test:** If you miss a term test for any reason, no make-up will be offered. Once the SDA form is submitted, the points from the missed term test will be transferred to the final exam.

• **Missed presentation:** If you miss your presentation for any reason, no make-up will be offered. Once the SDA form is submitted, the points from the missed presentation will be transferred to the final exam.

• **Missed final examination:** If you miss the final exam for any other reason, as per Dalhousie policy, the SDA form does not apply. You must contact Dr. Chitnis by email (saurabh.chitnis@dal.ca) within 24 h of the missed exam for further instructions. Appropriate documentation (e.g. medical certificate indicating dates and duration of illness and a description of the impact it had on your ability to fulfill academic requirements) must be submitted to Dr. Chitnis within 3 calendar days of the missed final exam if you wish to write a make-up. If no appropriate notification and documentation for the absence is provided within the timeframe described above, no make-up will be allowed, and you will earn a mark of "zero" for the missed exam component.

Please note that if you are 30 minutes or more late to write a test or exam, it will be considered a missed test/exam.

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Please note that if you are 30 minutes or more late to write a test or exam, it will be considered a missed test/exam.

IMPORTANT: Students concerned about the fairness of these changes may be considered for an **academic waiver** for withdraw. **If you feel that your circumstances make it impossible to complete this course**, please complete the Waiver of Academic Regulations and send to science@dal.ca. *Please note, waivers will not be considered after all academic requirements have been completed.*