

- Withdrawals:** If you stop attending the class (or wish to drop a class) on or before May 11, 2014. You must drop the class yourself-officially- in person through the Admissions Office or through the internet. Failure to do so may result in a grade of "F" in the class. A new state Policy in effect as of 2012 limits students to three attempts per course. Receiving a grade or a "W" for a course counts as an attempt, regardless of when the course was taken. Withdrawal By deadline to avoid a "W" will not count as an attempt. For spring 14 the deadline to avoid a "W" is Sunday, February 23th
- Calculators:** Scientific calculators are required. Any kind will do the job. No graphing calculator, cell phone, IPOD, nor hand held computers are allowed during in class assessments.
- Homework:** Students enrolled in Math 125 are automatically registered in an online system called MyLabsPlus. Homework and quizzes will be assigned online through this system. The access code for MyLabsPlus will be packaged with the new textbook sold in the Mission College bookstore. The same textbook and software will be used for the Math 125 continuation course in the spring semester. Textbooks purchased online or at other bookstores may not include the access code for MyLabsPlus. Assistance in registering/purchasing the access code will be available on the first day of class. Students should work on their homework as each section is completed in class. There are due dates posted online for each HW and it is the students' responsibility to turn in the assignments by the due date. No extensions will be granted. All scores will be automatically transferred to the instructor after a student hits the submit button.
Since the system does not grade each step of students' work, it is important that students write down their solving steps clearly on a HW notebook in order to identify the mistakes make. Instructor may require students to turn in this HW notebook as part of the HW points. Points may be deducted if work was not shown in a clear and organized manner and labeled neatly indicating the section being worked on, and the problem number.
- Classwork/Quizzes:** Classwork will be given regularly in the form of group work or individual work. Active learning is very effective, especially in a Math class. Quizzes will also be given to get you ready for upcoming exams. These will be announced and usually include 3 to 5 questions.
- Tests:** Tests are given on the following dates: ____, ____, ____, ____, _____. Please mark these dates on your calendar now, as there are **No Make-Up Exams, unless you have documents. Also, students are not allowed to use notes during exams.**
- Final Exam:** A final exam will be given on June, 4 (10:00AM-12:00PM). There are no make-ups for the final and all students must take the final exam. You may find the sample common finals from math department website.
- Grades:** A: 90%-100% B: 80%-89% C: 70%-79% D: 60%-69%
Final Exam: 28%;
Exams: 52%;
Classwork/Quizzes: 10%;
Online Assignments: 10%

Cell Phones: Please turn off your phones before coming to class. Class time is for learning and not for personal or business calls.

Cheating: Any form of academic dishonesty will not be tolerated. If caught, you may be given a zero for that particular exam or quiz. The event will be reported to the Math Department Chair who will forward the report to the VP of student services for disciplinary action which may include suspension or expulsion

Student Conduct:

All students should treat every person in the classroom with courtesy and respect. When you give to a class the best you have to offer, you are also giving your best to yourself.

Students are expected to adhere to all school policies, and to abide by the standards of student conduct as described in the Schedule of Classes on page 50. Any infringement upon the rights of other students in the class, such as talking or disruptive behavior will not be tolerated.

Title V and Education Code Change:

Significant changes to the drop policy and class repetition are now effective.

1. Last day to drop without a “w” in the past this was the census date about the 3rd week of class. It is now the same day as the last day to add.
2. Class repetition: Students are limited to three attempts at passing a course with a “c” or better. Any letter grade “F” or “w” counts as an attempt. And this rule is retroactive. This means for example that if a student got a “w” and a “D” in math 115 two years ago, he has one more chance to pass before he is prevented from enrolling in Math 115

Success and Study Tips:

1. Attend class
2. Pay attention
3. Do all homework
4. Get help
5. Keep up with all work
6. Study math everyday
7. Read the text
8. Get Organized
9. Find other students to study with
10. Strive for understanding not just remote memory

Resources Available to Students at LA Mission College:

1. Bookstore: (818) 364-7798
2. Counseling Department and Service: (818) 364-7655
3. Disabled Students Programs and Services: (818) 364-7732
4. Financial Aid: (818) 364-7648
5. Extended Opportunity Programs and Services: (818) 364-7645
6. Library: (818) 364-7105
7. Tutoring Services in Learning Center: (818) 364-7745
8. Tutoring Lab & Math Center: (818) 364-7811
9. STEM Program: (818) 833-3425

Week	Date	Monday	Wednesday
1	Feb 10 / Feb 12	Intro + Ch 3 + 3.7 (Synthetic Division)	Ch 4 + Factoring with binomials with cubes
2	Feb 17 / Feb 19	No Class	Ch 5 + Exam Review (Ch 3, 4 & 5)
3	Feb 24 / Feb 26	Ch 3, 4 & 5 Test + Ch 6	Ch 6 + 6.6 (Functions)
4	Mar 03 / Mar 05	Ch 7 + 7.4 (Systems of Linear Equations in 3 Variables)	Exam Review (Ch 6 & 7)
5	Mar 10 / Mar 12	Ch 6 & 7 Test + Ch 8	Ch 8 + 8.2 (Rational Exponents)
6	Mar 17 / Mar 19	8.7 (Complex Numbers) + 9.1-9.2	9.3-9.5
7	Mar 24 / Mar 26	9.6 + Exam Review (Ch 8 & 9)	Ch 8 & 9 Test
8	Mar 31 / Apr 02	No Class	10.1-10.2
9	Apr 07 / Apr 9	<i>Spring Break (no class)</i>	<i>Spring Break (no class)</i>
10	Apr 14 / Apr 16	10.3-10.4	11.1-11.2
11	Apr 21 / Apr 23	11.3-11.4	Ch 10 & 11 Test
12	Apr 28 / Apr 30	12.1-12.2	12.3, 12.4
13	May 05 / May 07	12.5, 12.6	12.7, 12.8
14	May 12 / May 14	13.1, 13.2	13.3, 13.4
15	May 19 / May 21	Exam Review (Ch 12 & 13)	Ch 12 & 13 Test
16	May 26 / May 28	<i>Non Instructional Day (no class)</i>	Final Review
17	Jun 02 / Jun 04	Final Review	Final Exam (10:00 AM to 12:00 PM)