

Syllabus Template

Course Title and Number: e.g, 3XX, 6XX

Credits:

Date (semester, year) to be offered:

Location:

Building and Room #: if known

Time:

Days of the week:

Instructor (TAs) and Contact Information:

Name:

Address:

Phone:

E-mail:

Office hours:

Course Website URL:

Course Description: (50 ~ 75 words)

What is the basic content of the course and what makes it important or interesting? How does the course fit into the context of the discipline and curriculum? Is this a GenEd course? Is there prerequisite to this course?

If this is a General Education Course, include a GenEd Statement here.

Sample statements:

<https://www.umass.edu/gened/faculty/exemplary-general-education-statements>

Course Goals:

Describe and reflect the broad learning outcomes, concepts, and skills as a result of the course, they are expressed in *general* terms. (One year from now, what would you hope the student would say about what he/she took away from your course?)

Course Objectives (stated as *expected learning outcomes for students*)

Identify specific student performance and behaviors that demonstrate students are achieving the major goals set out for the course. They are brief, clear, precise statements of learning outcomes that flow from the goals. The course objectives statements will be used to develop assignments, course structures, activities, and assessments for the instruction. If this is a GenEd course, check the UMass [GenEd](#) website for specific requirements and learning objectives.

USE VERBS TO DESCRIBE LEARNING OBJECTIVES AND MEASURABLE OUTCOMES:

- 1.
- 2.
- 3.
- 4.

5.
6.

Required textbook or materials (full APA citations):

Where can students purchase the required textbook(s), or are they available online, e-reserve in the Library? Also check out the [eCampus FAST adoption tool](#).

Outline of Topics Covered Class-by-Class

Class	Topic(s) (with brief description)	Assignments
1		
2		
3		
4		
5		
6		
7		
8		
9		
10		
11		
12		
13		
14		
15		

Course Requirements (Assignments and assessments – How do they link to course objectives? Rationales? Formats? What will students do? Methods of evaluation and weights? etc.):

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.

Grading Criteria/Scale (Include a rubric for grade assignment with % points converted to letter grades)

The following grades may be given: A, A-, B+, B, B-, C+, C, C-, D+, D, F, SAT.

Graduate students will not receive credit for courses in which they receive less than a C.

Percentage Totals	Grade
93 – 100%	A
90 - 92%	A-

87 – 89%	B+
83 – 86%	B
80 – 82%	B-
77 – 79%	C+
73 – 76%	C
70 – 72%	C-
67 – 69%	D+
63 – 66%	D
60 – 62%	D-
59% or below	F
Incomplete	INC

Course Policy (*For examples: late assignment, make-up exams, attendance, classroom conducts, technological devices used during classes, etc.*)

Academic Honesty Policy Statement

Since the integrity of the academic enterprise of any institution of higher education requires honesty in scholarship and research, academic honesty is required of all students at the University of Massachusetts Amherst. Academic dishonesty is prohibited in all programs of the University. Academic dishonesty includes but is not limited to: cheating, fabrication, plagiarism, and facilitating dishonesty. Appropriate sanctions may be imposed on any student who has committed an act of academic dishonesty. Instructors should take reasonable steps to address academic misconduct. Any person who has reason to believe that a student has committed academic dishonesty should bring such information to the attention of the appropriate course instructor as soon as possible. Instances of academic dishonesty not related to a specific course should be brought to the attention of the appropriate department Head or Chair. Since students are expected to be familiar with this policy and the commonly accepted standards of academic integrity, ignorance of such standards is not normally sufficient evidence of lack of intent (http://www.umass.edu/dean_students/codeofconduct/acadhonesty/).

Disability Statement

The University of Massachusetts Amherst is committed to providing an equal educational opportunity for all students. If you have a documented physical, psychological, or learning disability on file with Disability Services (DS), you may be eligible for reasonable academic accommodations to help you succeed in this course. If you have a documented disability that requires an accommodation, please notify me within the first two weeks of the semester so that we may make appropriate arrangements. For more information, consult the Disability Services website at <http://www.umass.edu/disability/>.