

TRITON COLLEGE BOARD POLICY

BOARD OF TRUSTEES, DISTRICT 504

ACADEMIC AFFAIRS

COURSE SYLLABI

POLICY 6080
ADOPTED: 06/25/91
AMENDED: 05/18/93
AMENDED: 08/17/99
AMENDED: 04/28/09

The Triton College Board of Trustees and the College President require that an up-to-date instructor-developed syllabus based on the college-approved course outline be required for each course.

The syllabus is to include:

1. Course, semester, and instructor identification
2. Conference availability
3. Required text and supplemental texts
4. Course objectives
5. Course structure
6. Course requirements
7. Grading policy
8. Attendance policy
9. Automatic withdrawals and penalties
10. Course content covered each week
11. A statement of academic honesty

Instructors must give a copy of the course syllabus to each student enrolled in the class and an electronic copy to their appropriate supervisor as determined by the Vice President of Academic Affairs.