COURSE SYLLABUS
CCNP Routing
Credit: ITCC 2454 Sect: 73025/Continuing Ed: ITCC 2054-74425
Spring 2017
LEARNING CENTER
WORKFORCE, BUSINESS AND TECHNOLOGY
(972) 273-3450/ Room T135
M-R 8:00am-8:30pm, F 8:00 -4:30pm

This course syllabus is intended as a set of guidelines for Explore-Network Fundamentals. Both North Lake College and your instructor reserve the right to make modifications in content, schedule, and requirements as necessary to promote the best education possible within prevailing conditions affecting this course.

Instructor Information:
Professor John Morgan
Email: JMorgan@dccc.edu
Phone Contact: 972-273-3398
Office Location: T-231

Course Information:
Course title: CCNP Routing
Course number: ITCC 2454/2054
Section number: 73205
Credit hours: 4
Class meeting time: M W 8:00 AM – 12:00 PM

Course description: How to implement, monitor, and maintain routing services in an enterprise network. How to plan, configure, and verify the implementation of complete enterprise LAN and WAN routing solutions using a range of routing protocols in IPv4 and IPv6 environments. Configuration of secure routing solutions to support branch offices and mobile workers. (3 Lec., 4 Lab.)

Prerequisite: Completion Cisco 1, Cisco 2 and Cisco 3 or CCNA certification.

Required or Recommended Textbooks and Materials:
Curriculum Available Online
<table>
<thead>
<tr>
<th>Week/Date</th>
<th>Cisco Academy Chapters</th>
<th>Labs</th>
<th>Chapter Quizzes</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>week 1</td>
<td>Chapter 1: Basic Network and Routing Concepts</td>
<td>TBA</td>
<td>Ch. 1/2 complete</td>
<td>Wed. Wk. 2</td>
</tr>
<tr>
<td></td>
<td>Chapter 2: Advanced EIGRP Routing</td>
<td></td>
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<tr>
<td>week 2</td>
<td>Chapter 3: Advanced OSPF Routing</td>
<td>TBA</td>
<td>Ch. 3 complete</td>
<td>Wed. Wk. 3</td>
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<tr>
<td>week 3</td>
<td>Chapter 4: Manipulating Routing Updates</td>
<td>TBA</td>
<td>Ch. 4 complete</td>
<td>Wed. Wk. 4</td>
</tr>
<tr>
<td>week 4</td>
<td>Chapter 5: Implementing Path Control</td>
<td>TBA</td>
<td>Ch. 5 complete</td>
<td>Wed. Wk. 5</td>
</tr>
<tr>
<td>week 5</td>
<td>Chapter 6: Enterprise Internet Connectivity</td>
<td>TBA</td>
<td>Ch. 6 complete</td>
<td>Wed. Wk. 6</td>
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<tr>
<td>week 6</td>
<td>Chapter 7: BGP Routing</td>
<td>TBA</td>
<td>Ch. 7 complete</td>
<td>Wed. Wk. 7</td>
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<tr>
<td>week 7</td>
<td>Chapter 8: Router and Router Protocol Hardening</td>
<td>TBA</td>
<td>Ch. 8 complete</td>
<td>Wed. Wk. 8</td>
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<tr>
<td></td>
<td>Packet Tracer Skills Exam</td>
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<tr>
<td>Week 8</td>
<td>Online Final Exam and Course Feedback</td>
<td></td>
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</tr>
<tr>
<td>Mon or Wed</td>
<td>Last day of class</td>
<td></td>
<td></td>
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<tr>
<td>Week 8</td>
<td>Grades submission</td>
<td></td>
<td></td>
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<tr>
<td>Mon or Wed</td>
<td></td>
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</table>

**Specific Course Learning Outcomes:**

**Upon successful completion CCNP Routing, you should be able to:**

Identify and describe the aspects of scalable design, use different routing protocols in network, distinguish between characteristics of different routing protocols, identify the suitable protocol for a given situation, understand and implement IP Multi Casting and understand IP v6.

- Scalable Network Design
- EIGRP
- OSPF
- ISIS
- Route Optimization
- BGP
- IP Multicasting
- IPv6
Means of Assessment of Course Learning Outcomes:
Learning outcomes will be assessed by Exams comprising of multiple-choice questions and true/false. Assignments & Quizzes comprises of, News analysis, experiment/simulations, Presentations, Group work, class demonstrations and out of class assignments.

Exams and Assignments:
Student progress will be evaluated by the following means:

<table>
<thead>
<tr>
<th>Component</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chapter Exams</td>
<td>15%</td>
</tr>
<tr>
<td>Skills Tests</td>
<td>25%</td>
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<tr>
<td>Final Exam</td>
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<td>Lab Assignments</td>
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<td>Cert Attempt</td>
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<tr>
<td>Cert PASS (extra credit)</td>
<td>5%</td>
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<tr>
<td>Final Grade</td>
<td>100%</td>
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</table>

TEST DATES & TIMES:
All tests will be taken in class and assignments online after covering the specified chapter materials. Exact dates for the tests/quizzes will be confirmed in class.

Final Exam: Wednesday, Week 8
Last day to withdraw with a “W” Wednesday, Week 6

Grade
Grade Evaluation:

- A = 90-100
- B = 80-89
- C = 70-79
- D = 60-69
- F = 59-Below

Discipline/ Course/ Department/Policies
Behavior/Classroom Decorum: Disruptive, rude and or inappropriate behavior is unacceptable (i.e. excessive noise, chatting/ loud talk during lecture, eating). Please turn off your cell phones, pagers and beepers prior to lecture. Seek your instructor’s permission before tape recording lectures. Sleeping in class is not tolerated it is considered rude and distracting to others. “If you are well enough to come to class, then you are well enough to stay awake.” If you feel that you must spend our class time studying or doing homework, please go to the library. Any student caught in violation of these rules, may be removed from the classroom and may face further disciplinary actions at the instructor’s discretion.

Test/Assignment Format: All tests/quizzes comprise of various formats including multiple-choice, true/false. These tests are given in class (see reading assignments) except in cases where a student has a special need to take the test elsewhere (See Americans with Disabilities Act.) Only in such situations will test be given in the testing center. District Policy is that final Exams will not be given in the testing center.

Exams and assignments are designed to assess your some basic learning skills: Knowledge, Comprehension, Application, Analysis and Evaluation of the materials covered in this course.

Recall/Knowledge – Tests how well you have read the book. It includes questions on technology, specific facts, and knowledge of theories and graphs. Remembering previously learned information.

Comprehension – Tests your ability to use the information in a slightly different context and to demonstrate that you understand it. For instance, I would ask you to explain the relationship between the marginal cost and the
supply curve of the firm in the short run or the relationship between the money supply and the interest rate (Macro). Explain the elasticity of demand and supply on distribution of tax burden.

Application – Test your ability to apply the knowledge gained from the text to new situations. For example how would you use the concept of asset management to understand a real-world problem such as the savings and loan crisis of the 1980s or how would you apply the concept of elasticity of demand to revenue determination in every market situation?

Analysis- Test your ability to break down the information into its separate components so that its structure can be understood.

Evaluation- Provide valued judgment of the material based on any given criteria. You ability to assess, compare and contrast information or materials covered.

WHAT YOU CAN EXPECT FROM ME:
Clear statements of your responsibility and grading standard.
Efficient and organized use of you time in class
Clear communication of subject matter.
Willingness to meet with you during office hours or other times by appointment if needed.
Fair test and evaluations.
Diligence in preparation and grading/ timely delivery

WHAT I CAN EXPECT FROM YOU:
Active listening and participation in class.
Timely completion of work
Contact me if you are having problems well in advance of completion of the class.

eCampus For tutorials, please go to:
http://ecampus.support.dcccd.edu/Tutorials/eCampusTutorials2/ecampustutorials.html
Or you may copy and paste to your browser if you are unable to click on the link above

To log on to eCampus please go to http://ecampus.dcccd.edu
Type an "e" followed by your seven digit Student ID# for BOTH the USERNAME and the PASSWORD.
Example: username: e3456789
password: e3456789
The eCampus login is NOT the same as the eConnect login.

After your initial login, please change your Password and update your Email address by clicking on "Personal Information" (found under the "Tools" box under the left hand side of the "My DCCCD" tab) and selecting the appropriate links.

If you still cannot login, please contact Technical Support at ecampus.support@dcccd.edu.

Progress: Students are advised to keep track of their progress reports. Your instructor will make available the test scores. Feel free to discuss your progress report with your instructor and please note that the time to be concerned about your grade is not in the last week (Exam week) of the semester.

STUDENTS WHO HAVE DONE WELL IN THE PAST HAVE THIS TO SAY:
Read the chapter twice: once before class and again after the lecture
Do not get behind in the reading or you may not catch up.
Summarize, don't highlight compare your summary with the text summary
Attempt to answer end of chapter quiz to get practice
Pay attention to the material in the labs to get better understanding of the concepts
Practice labs multiple times
Complete the sample skills final at least 3 times before the actual skills final.
Use the study guide on pages (back) after you read the chapter.
Study in groups rather than alone; this is a good time to compare class notes. Ask questions, visit with the professor/tutor if you do not understand any material.

ATTENDANCE/CCLASS PARTICIPATION POLICY.
Participation is not being disruptive, disrespectful, sleeping or coming late to class. You are expected to participate in any individual or group assignments during class. Your regular and punctual attendance to all classes is expected.

The course is carefully planned out and every day is important. If emergencies arise that require an absence from a session, be sure to get the notes and all other information that was covered in class from a classmate. Do not expect your professor to review all of the material from a class you have missed.

Student requesting excused absence must have proper documentation to support their reasons for absence.

Extra Credit is not available for this class.

Project/class activity: Students will be expected to work individually or in small groups. Teamwork is encouraged. To make it easier you may be allowed to choose your own group.

LATE LAB Submissions will be penalized 10 points for each class day the Lab work is late.

Skills Tests must be submitted on time. After we have reviewed Skills Tests in class, they will no longer be accepted for grading.

The rules of the syllabus, content of the exam, lectures, and the calculation of the grade you earned are not a starting point for negotiations. While I am willing to work with students on an individual basis, I cannot negotiate individual terms with each student.

WORKFORCE, BUSINESS AND TECHNOLOGY DIVISION
Office Hours: 8:00 a.m. – 6:00 p.m. Monday-Thursday
8:00 a.m. - 4:30 p.m. Friday
Location: T135, Telephone: 972-273-3450

INSTITUTIONAL POLICIES

DCCCD EMERGENCY OPERATING PROCEDURES
http://video.dcccd.edu/rtv/DO/emergency_dcccd.wmv

ACADEMIC DISHONESTY
The Student Code of Conduct prohibits academic dishonesty and prescribes penalties for violations. According to this code, which is printed in the college catalog, "academic dishonesty", includes (but is not limited to) cheating, fabrication, facilitating academic dishonesty, plagiarism, and collusion".

1) The Vice-President of Academic & Student Affairs may initiate disciplinary proceedings against a student accused of academic dishonesty.
2) Academic dishonesty includes, but is not limited to, cheating on a test, plagiarism and collusion.
3) Cheating on a test includes:
   a) Copying from another student’s test paper;
b) Using, during a test, materials not authorized by the person giving the test;
c) Collaborating with another student during a test without permission to do so;
d) Knowingly using, buying, selling, stealing, transporting, or soliciting in whole or part the contents of an un-administered test.
e) Substituting for another student, or permitting another student to substitute for you to take a test; and
f) Bribing another person to obtain an unadministered test or information about an unadministered test.

4) “Plagiarism” means the appropriation of another’s work (ideas and/or words) and the unacknowledged incorporation of that work in one’s written work offered for credit. Quotes not identified as quotes constitute a form of plagiarism even if the borrowed ideas are documented.
5) “Collusion” means an unauthorized collaboration with another person in preparing written work offered for credit.

Academic dishonesty may result in the following sanctions, including, but not limited to:
1. A grade of zero or a lowered grade on the assignment or course.
2. A reprimand.
3. Suspension from the college.

NOTIFICATION OF ABSENCE DUE TO RELIGIOUS HOLY DAY(S)
Students who will be absent from class for the observance of a religious holiday must notify the instructor in advance. Please refer to the Student Obligations section of the college catalog for more explanation. You are required to complete any assignments or take any examinations missed as a result of the absence within the time frame specified by your instructor.

REQUIREMENTS OF THE AMERICANS WITH DISABILITIES ACT (A430)
North Lake College provides academic accommodations to students with disabilities, as defined under ADA law. It is the student's choice and responsibility to initiate any request for accommodations. If you are a student with a disability who requires such ADA accommodations, please contact North Lake College's Disability Services Office in person (A430) or by phone at 972-273-3165.  
http://www.northlakecollege.edu/resources/disability.html
FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT OF 1974 (FERPA)
In compliance with the Family Educational Rights and Privacy Act of 1974 (FERPA), the College may release information classified as “directory information” to the general public without the written consent of the student. Directory information includes: (1) student name, (2) student address, (3) telephone numbers, (4) date and place of birth, (5) weight and height of members of athletic teams, (6) participation in officially recognized activities and sports, (7) dates of attendance, (8) educational institution most recently attended, and (9) other similar information, including major field of student and degrees and awards received. Students may protect their directory information at any time during the academic year. If no request is filed, directory information is released upon written inquiry. No telephone inquiries are acknowledged. No transcript or academic record is released without written consent from the student, except as specified by law.

ADMINISTRATIVE WITHDRAWAL
Students with valid extenuating circumstances may be eligible for an administrative withdrawal by the Dean of the Division in which the course or courses are taught. An administrative withdrawal will not be awarded to students who simply fail to withdraw prior to the last day to receive a “W.” The request for an administrative withdrawal must be made in writing to the Dean of the Division with any supporting documentation attached. This must occur before the last official day of the semester.

DROP POLICY
If you are unable to complete this course, you must officially withdraw by: Check e-Connect for dates. Withdrawing is a formal procedure which you must initiate; your instructor cannot do it for you. All Dallas County Community Colleges charge a higher tuition rate to students registering the third time for a course. This rule applies to the majority of credit and Continuing Education / Workforce Training courses. Developmental Studies and some other courses are not charged a higher tuition rate. Third attempts include courses taken at any DCCCD college since the fall 2002 semester. For further information, go online to: http://www.DCCCD.edu/thirdcourseattempt.

STOP BEFORE YOU DROP
For students who enrolled in college level courses for the first time in the fall of 2007, Texas Education Code 51.907 limits the number of courses a student may drop. You may drop no more than 6 courses during your entire undergraduate career unless the drop qualifies as an exception. Your campus counseling/advising center will give you more information on the allowable exceptions. Remember that once you have accumulated 6 non-exempt drops, you cannot drop any other courses with a “W”. Therefore, please exercise caution when dropping courses in any Texas public institution of higher learning, including all seven of the Dallas County Community Colleges. For more information, you may access: https://www1.dcccd.edu/coursedrops.
FINANCIAL AID STATEMENT AND CERTIFICATION OF ATTENDANCE
You must attend and participate in your on-campus or online course(s) in order to receive federal financial aid. Your instructor is required by law to validate your attendance in your on-campus or online course in order for you to receive financial aid. You must participate in an academic related activity pertaining to the course such as but not limited to the following examples:

- initiating contact with your instructor to ask a question about the academic subject studied in the course;
- submitting an academic assignment;
- taking an exam;
- completing an interactive tutorial;
- participating in computer-assisted instruction;
- attending a study group that is assigned by the instructor;
- or participating in an online discussion about academic matters relating to the course.

In an online class, simply logging in is not sufficient by itself to demonstrate academic attendance. You must demonstrate that you are participating in your online class and are engaged in an academically related activity such as in the examples described above.

Students who are receiving any form of financial aid should check with the Financial Aid Office prior to withdrawing from classes. Withdrawals may affect your eligibility to receive further aid and could cause you to be in a position of repayment for the current semester. Students who fail to attend or participate are also subject to this policy.

To apply for financial aid in the DCCCD, students must complete FAFSA (Free Application for Federal Student Aid) on the web at: http://www.fafsa.ed.gov

COUNSELING SERVICES (A311)
Counseling services for personal issues are provided to all students currently enrolled at North Lake College at NO CHARGE. These services are provided by licensed professionals who are bound by confidentiality (within ethical parameters). With the assistance of a counselor, students are able to identify, understand, resolve issues and develop appropriate skills. To make an appointment call 972-273-3333 or visit A311.

For additional information, go to:
http://northlakecollege.edu/services-and-resources/health-and-wellness/counseling-services/Pages/default.aspx

THE ACADEMIC SKILLS CENTER (ASC)
The ASC is designed to provide the following assistance to students:

- An ESOL lab with computer access.
- Free tutoring for students enrolled in Foreign Language courses.
- The iRead Lab offers individual and small group tutoring, as well as workshops, to help current students improve their reading, study, and test taking skills.
• The Writing Center to help students clarify writing tasks, understand instructors’ requirements, develop and organize papers, explore revision options, detect grammar and punctuation errors, properly use and document sources, and improve their writing skills.
• The Online Writing Lab (OWL) allows students to submit papers to our writing tutors electronically and get feedback within 24-72 hours. The OWL can be accessed through eCampus.
  o After logging on to eCampus, click on the Community Tab at the top.
  o Type “Owl” in the search field and click “Go.”
  o Next, click on the double drop-down arrows next to “NLC-OWL2,” and then click on “Enroll.”
  o Once enrolled, students can receive services from the OWL.
• The Blazer Internet Lounge with 12 computers, additional open seating, and WiFi Internet access.

For more information or to schedule a tutoring appointment, come by A-332 or call 972-273-3089.

TESTING CENTER (A 425)
Monday-Thursday: 8:30 a.m. – 8:00 p.m.
No tests will be issued after 7:00 p.m. Other cut-off times may be in effect for specific exams by the instructor’s direction. All exams collected at 8:00 p.m.
Friday-Saturday: 8:30 a.m.-3:30 p.m.
No tests will be issued after 2:30 p.m. Other cut-off times may be in effect for specific exams by the instructor’s direction. All exams collected at 3:30 p.m.
Sunday – CLOSED

If you instructor requires you to complete an exam in the Testing Center, be sure to have the following information when you request you test:
1. Instructor’s name
2. Subject, course number, and section number (exp: Speech 1311.7011)
3. Exam number (1st, 2nd, 3rd, etc.)
4. Exam deadline (Get this information from your instructor. The testing staff cannot look up this information on computers).

You should also bring the following supplies:
1. Pencil
2. Scantron answer sheet
3. A Test Request Form must be completed before entering the Testing Center.
5. Government or school issued photo identification is required & enforced.

You may not bring personal items into the Testing Center. This includes bags, cell phones, and pagers.

Please show courteous and cooperative behavior while using the services provided by the Testing Center.

DO NOT bring children to the Testing Center. You must make arrangements for the care of your children prior to your exam date. The police department will be notified of any unattended children.
DO NOT take any testing materials with you when you leave the Testing Center. This includes the test, answers, charts, scratch paper. These items will be attached to your test.

Questions? Please visit the Testing Center (A 425) or call 972-273-3160.

**DCCCD OIE Faculty Syllabi Statement- FALL 2016**

The **Office of Institutional Equity**, in coordination with DCCCD colleges, has the primary responsibility for reviewing, updating and implementing compliance policies and procedures. The Institutional Equity and Compliance Officer and the Office of Institutional Equity will ensure compliance with College District policies, federal and state laws related to sexual assault, Title IX, Title II (Americans with Disabilities Act) and the Military Veterans Full Employment Act to support diversity and inclusion.

**Students with Disabilities:**
If you are a student with a disability and/or special needs, or if you think you may have a disability, please contact the college Disability Services Office (DSO). Please note that all communication with DSO is confidential. If you are eligible for accommodations, please provide or request that the DSO send your accommodation letter to me as soon as possible (students are encouraged to contact DSO at the beginning of the semester). For more information regarding the College Disability Services Office, please visit the Student Services website: dcccd.edu/DSO Offices or contact DCCCD Office of Institutional Equity at (214) 378-1633.

**College Disability Services Offices**

<table>
<thead>
<tr>
<th>College</th>
<th>Phone Number</th>
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<tbody>
<tr>
<td>Brookhaven</td>
<td>972-860-4673</td>
</tr>
<tr>
<td>Cedar Valley</td>
<td>972-860-8119</td>
</tr>
<tr>
<td>Eastfield</td>
<td>972-860-8348</td>
</tr>
<tr>
<td>El Centro</td>
<td>214-860-2411</td>
</tr>
<tr>
<td>Mountain View</td>
<td>214-860-8677</td>
</tr>
<tr>
<td>North Lake</td>
<td>972-273-3165</td>
</tr>
<tr>
<td>Richland</td>
<td>972-238-6180</td>
</tr>
</tbody>
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**A Note on Harassment, Discrimination and Sexual Misconduct**

We are committed to assure all community members learn and work in a welcoming and inclusive environment. Title VII, Title IX and DCCCD policy prohibit harassment, discrimination and sexual misconduct. If you encounter harassment, sexual misconduct (sexual harassment, sexual assault, stalking, relationship violence, stalking), retaliation or discrimination based on race, color, religion, age, national origin, disability, sex, sexual orientation, gender identity, and/or gender expression, please contact your College Title IX Coordinator or the Office of Institutional Equity. We treat this information with the greatest degree of confidentiality possible while also ensuring student welfare and college safety.

We are concerned about the well-being and development of our students, and are available to discuss any concerns. There are both confidential and non-confidential resources and reporting options available to you. If students wish to keep the information confidential, please contact the college Counseling or Student Health Services. As required by DCCCD policy, incidents of discrimination and/or sexual misconduct shared with faculty will be reported to the College Title IX Coordinator or District Title IX Coordinator. The Title IX Coordinator will contact the student and determine if further investigation is needed. For more information about policies, resources or reporting options,
please contact your college Title IX Coordinator or visit [www.dcccd.edu/titleIX](http://www.dcccd.edu/titleIX).

<table>
<thead>
<tr>
<th>College</th>
<th>Title IX Coordinator</th>
<th>Email Address</th>
<th>Phone Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>Brookhaven</td>
<td>Terri Edrich</td>
<td><a href="mailto:TitleIX-BHC@dcccd.edu">TitleIX-BHC@dcccd.edu</a></td>
<td>972-860-4825</td>
</tr>
<tr>
<td>Cedar Valley</td>
<td>Grenna Rollings</td>
<td><a href="mailto:TitleIX-CVC@dcccd.edu">TitleIX-CVC@dcccd.edu</a></td>
<td>972-860-8181</td>
</tr>
<tr>
<td>Eastfield</td>
<td>Rachel Wolf</td>
<td><a href="mailto:TitleIX-EFC@dcccd.edu">TitleIX-EFC@dcccd.edu</a></td>
<td>972-860-7358</td>
</tr>
<tr>
<td>El Centro</td>
<td>Shanee’ Moore</td>
<td><a href="mailto:TitleIX-ECC@dcccd.edu">TitleIX-ECC@dcccd.edu</a></td>
<td>214-860-2138</td>
</tr>
<tr>
<td>Mountain View</td>
<td>Regina Garner</td>
<td><a href="mailto:TitleIX-MVC@dcccd.edu">TitleIX-MVC@dcccd.edu</a></td>
<td>214-860-8561</td>
</tr>
<tr>
<td>North Lake</td>
<td>Rosemary Meredith</td>
<td><a href="mailto:TitleIX-NLC@dcccd.edu">TitleIX-NLC@dcccd.edu</a></td>
<td>972-860-3992</td>
</tr>
<tr>
<td>Richland</td>
<td>Bill Dial</td>
<td><a href="mailto:TitleIX-RLC@dcccd.edu">TitleIX-RLC@dcccd.edu</a></td>
<td>972-238-6386</td>
</tr>
<tr>
<td>Dallas Colleges Online</td>
<td>Le’Kendra Higgs</td>
<td><a href="mailto:TitleIX-LEC@dcccd.edu">TitleIX-LEC@dcccd.edu</a></td>
<td>972-669-6672</td>
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**District Title IX Coordinator**

<table>
<thead>
<tr>
<th>Office of Institutional Equity</th>
<th>LaShawn Grant</th>
<th>Email Address</th>
<th>Phone Number</th>
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<tbody>
<tr>
<td><a href="mailto:District@dcccd.edu">District@dcccd.edu</a></td>
<td></td>
<td></td>
<td>214-378-1633</td>
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</tbody>
</table>
Please read, sign and return the Syllabus Addendum (next page) to your instructor.

Syllabus Addendum

I have read the entire course syllabus for this course and I understand the procedures, rules and regulations as stated in the Syllabus above.

I agree to abide by all stated procedures, rules and regulations, and I hereby verify having attended this class at least once.

Date: ____________________________ Course ______________________________

Signature: ___________________________________________

Print Name: __________________________________________

Student I. D. Number _________________________________