INSTRUCTOR’S INFORMATION
(Instructor reserves the right to amend this information as necessary.)

Semester and Year: Spring 2017
Meeting Dates: 03/20/17 – 05/11/17
Section: 83431
Class time and days: Online
Room: Online
Instructor: Ahmed Rashed
Contact Info: Email: arashed@dcccd.edu  Office: L-216
Office Hours: MWF 11:15am – 12:15pm, TR 10:55 – 11:55am
Tel: 972-761-6783

Last date to withdraw: Saturday, 04/29/17
Final Exam Day and time: The final exam will be available in MyMathLab from 12:01 am Wednesday, May 10 until 11:59 pm Thursday, May 11. It is timed at 110 minutes. Your work must be submitted in eCampus within 30 minutes of your completion of the final exam.

MyMathLab Course ID: In the syllabus in ecampus
Evaluation Procedures:

5% Info Sheet & Discussion Board Assignments (eCampus)
15% MyMathLab assignments
60% Three timed online Tests (in MyMathLab)
20% Timed Online Final Exam (in MyMathLab)

There is NO extra credit
Letter grades are assigned according to the following:
A: [90%, 100%), B: [80%, 90%), C: [70%, 80%),
D: [60%, 70%), F: [0%, 60%]

Attendance Policy: In order to be successful, students must attend and participate in enrolled courses. Since this is an online class, there is no actual classroom attendance. However, in order to meet all graded activity due dates/times, you are expected to be spending the equivalent of class-time (that’s 8 hours per week) plus study time. This means that you need to dedicate at least 24 hours per week for this class (that’s about three and a half hours per day).

Email Policy: Students are expected to check their email regularly to receive all announcements and important updates. Verify that your email address in eCampus is accurate by going to Personal Information. You *must* include “Math 2413-83431” in the subject line of all email messages sent to me; and sign your full name. I will respond to emails that are appropriately addressed: within 24 hours of receipt Monday – Thursday, emails received Friday through

Revised for Spring 2017 11/12/2016
Sunday will probably not be answered until Monday morning. Holiday emails will be answered as soon as possible.

**Required Materials:**

1. The textbook required for this course is Briggs/Cochran/Gillett Calculus, ET A La Carte Plus New MyMathLab with Pearson eText – Access Card package, 2e. ISBN: 0321954424
2. A graphing calculator is required. A calculator from the TI-83 or TI-84 families is recommended. It should be one without a computer algebra system or algebraic manipulation ability.

A 14-day temporary access to MyMathLab is available so that you may get started on your course immediately. Your access must be updated with a valid, purchased code prior to the end of the 14 days or your access will be closed. Follow the instructions in the email that you received in order to update your account.

**Class Calendar:** Tentative

<table>
<thead>
<tr>
<th>Wk</th>
<th>Sunday</th>
<th>Monday</th>
<th>Tuesday</th>
<th>Wednesday</th>
<th>Thursday</th>
<th>Friday</th>
<th>Saturday</th>
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</thead>
<tbody>
<tr>
<td></td>
<td>MyMathLab (MML) Available</td>
<td></td>
<td>Class Starts; sign up for MML</td>
<td>HW MML - Are you ready For Calculus? due</td>
<td>Information Sheet due</td>
<td>HW 2.1, 2.2 due</td>
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<tr>
<td></td>
<td></td>
<td>HW 2.3, 2.4, 2.5 due</td>
<td></td>
<td>HW 2.6, 2.7 due</td>
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<td>HW 3.1, 3.2 due</td>
<td>8-Apr</td>
</tr>
<tr>
<td>3</td>
<td>2-Apr</td>
<td>3-Apr</td>
<td>4-Apr</td>
<td>5-Apr</td>
<td>6-Apr</td>
<td>7-Apr</td>
<td>8-Apr</td>
</tr>
<tr>
<td></td>
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<td>HW: Review assignment for Test 1 due</td>
<td>Test 1 available in MyMathLab</td>
<td>Last day to take Test 1 (online)</td>
<td></td>
<td>3.4, 3.5 due</td>
</tr>
<tr>
<td>4</td>
<td>9-Apr</td>
<td>10-Apr</td>
<td>11-Apr</td>
<td>12-Apr</td>
<td>13-Apr</td>
<td>14-Apr</td>
<td>15-Apr</td>
</tr>
<tr>
<td></td>
<td>HW 3.6, 3.7 due</td>
<td></td>
<td></td>
<td>HW 3.8, 3.9 due</td>
<td></td>
<td>HW 3.10, 3.11 due</td>
<td></td>
</tr>
<tr>
<td>5</td>
<td>16-Apr</td>
<td>17-Apr</td>
<td>18-Apr</td>
<td>19-Apr</td>
<td>20-Apr</td>
<td>21-Apr</td>
<td>22-Apr</td>
</tr>
<tr>
<td></td>
<td>HW 4.1, 4.2 due</td>
<td></td>
<td>HW 4.3 due</td>
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<td>Test 2 available in MyMathLab</td>
<td></td>
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</tr>
<tr>
<td>6</td>
<td>23-Apr</td>
<td>24-Apr</td>
<td>25-Apr</td>
<td>26-Apr</td>
<td>27-Apr</td>
<td>28-Apr</td>
<td>29-Apr</td>
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<td></td>
<td>HW 4.4, 4.5 due</td>
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<td>HW 4.6, 4.7, 4.9 due</td>
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<td>HW 5.1, 5.2 due</td>
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<tr>
<td>7</td>
<td>30-Apr</td>
<td>1-May</td>
<td>2-May</td>
<td>3-May</td>
<td>4-May</td>
<td>5-May</td>
<td>6-May</td>
</tr>
<tr>
<td></td>
<td>DB #2 due</td>
<td></td>
<td>HW 5.3, 5.4, 5.5 due</td>
<td>Test 3 available in MyMathLab</td>
<td>Test 3 available in MyMathLab</td>
<td></td>
<td>Last day to take Test 3 (online)</td>
</tr>
<tr>
<td>8</td>
<td>7-May</td>
<td>8-May</td>
<td>9-May</td>
<td>10-May</td>
<td>11-May</td>
<td>12-May</td>
<td>13-May</td>
</tr>
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<td></td>
<td>HW 6.1, 6.2</td>
<td></td>
<td>Review assignment for final due</td>
<td>Final Exam available in MyMathLab</td>
<td>Last day to take the Final (online)</td>
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Tests Dates & Sections Covered

All Tests are online (in MyMathLab). Each Test will be available for 48 hours.

- **Test #1:** 04/05/2017 (Sections: 2.1 – 2.7, 3.1, 3.2)
- **Test #2:** 04/21/2017 (Sections: 3.4 – 3.11, 4.1 – 4.3)
- **Test #3:** 05/05/2017 (Sections: 4.4 – 4.7, 4.9, 5.1 – 5.5)
- **Final Exam:** Last day is Thursday, 05/11/2017
  (Final covers All of the above + 6.1, 6.2)

Instructions for Submitting Written Work

When you do your work for submission, it should have your name on it and the problems worked out in order. Write out your work, do not type. You may scan your work or take pictures of it with your phone or camera (or use CamScanner App). Once completed, **only one PDF document should be uploaded in eCampus.** If you have multiple images, open a Word document and drag the pictures over to that file (only 1 picture per page, resize images, if necessary, to fill as much of the page as possible) then go to “File” > “Export” > “Create a PDF.” Once you have done this, open the document and check that it is readable, in order, and that each piece of paper that you used is full size on a separate page in the document.

As a DCCCD student, Microsoft Word is included free with Office 365. Click here for more information.

You can also use an app called Microsoft Office Lens. It is available for both Apple and Android devices. It will use your phone or tablet as a scanner and you can put all of the pages of your work into one pdf. There are other apps available as well.

**Tests 1–3:** These 90 minute online exams are in MyMathLab. You must show work on all of the problems and submit it according to the instructions above (Instructions for Submitting Written Work). You could receive little or **no credit** on problems where the work is missing or doesn’t support the answer given in MyMathLab, even if the answer is correct. Follow all directions. The exam must be completed all at once and will immediately submit if you go to any other website or try to access the book or homework problems within MyMathLab. The exam will not be reopened if this happens. If your exam, MyMathLab, the internet or anything else fails during the exam, submit your work within 30 minutes of that happening. The exam is not reopened for any reason. If you are unsure of your internet connection, be sure to take it in a lab at Richland. After you take the exam, you need to submit your written work **within 30 minutes** by uploading your work in eCampus (under the “Exams – Upload Here” tab). There are time stamps on both, so this will be considered. If the written work is late, up to 2 points will be deducted for each minute over the 30 minute window. The best way to study for the exams is to use the homework assignments and the Review Assignment for the Exam. If you do not take the exam, you will receive the grade of zero. There are no make-ups or retakes for any reason.

**Final Exam:** This 120 minute online exam is comprehensive. You must show work on all of the problems and submit it according to the instructions above (Instructions for Submitting Written Work). You could receive little or no credit on problems where the work is missing
in any other website or try to access the book or homework problems within MyMathLab. The exam will not be reopened if this happens.

**Instructor Policies and Suggestions for Student Success:**

- **Register for MyMathLab ASAP.** Go to [http://www.myMathlab.com/](http://www.myMathlab.com/) and register for the course. Make sure that the email you use for MyStatLab is the same email that you supplied on your information sheet. You will need to have your course id, which is stated on the first page of this syllabus. Once registered, go into your course and run the Installation Wizard. This will ensure that all of the plug-ins work. Once that is complete, then you should be good to go.

- Tech support for MyMathLab: 1-800-677-6337 M – F, 11:00 AM – 7:00 PM CST or email at [www.mystatlab.com/contactus.html](http://www.mystatlab.com/contactus.html)

- All of MyMathLab homework assignments are due by 11:59 PM (CST) on the due dates.

- **IMPORTANT** – you *must* include “Math 2413-83431” in the subject line of all email messages sent to me; and sign your full name.

- MyMathLab does not accept work after it is due; time extensions and make-ups will not be given for on-line work. *Allow time for computer problems -- do not wait until the last minute to submit work. Not having a functioning computer at home is not an acceptable excuse. This is an online class and requires access to the internet in order to do the work.*

- Make sure your email in ecampus, econnect, and MyStatLab is correct. Read your email frequently. I send a weekly email reminder that summarizes that week’s content and due dates.

- I will respond to emails as soon as I can, within one working day, provided that your emails include the course and section number in the subject line and your full name as a signature.

- There are two discussion board assignments that must be completed. These are in eCampus and will be counted in the “Discussion board” grade.

- This is an intensive 8-week class; so you need to plan on spending at least 24 hours per week working on material, completing homework and studying.

- **Tests** are scheduled in the calendar above. There are no make-up exams or retakes on exams in this class. The Final Exam grade will replace the lowest on-campus test grade, if the Final Exam grade is higher.
A Graphing Calculator is required (example TI-83 or 84). There are help features for Graphing Calculator in Chapter Contents in MyMathLab, under Tools for Success.

Make sure to complete ALL assignments and tests by the due dates (and time). No late work will be accepted, and there are no extra credit assignments.

Final Exam is comprehensive and MANDATORY. No Exceptions!
COURSE SPECIFIC INFORMATION

Catalog Course Description
This course is a study of limits and continuity; the Fundamental Theorem of Calculus; definition of the derivative of a function and techniques of differentiation; applications of the derivative to maximizing or minimizing a function; the chain rule, mean value theorem, and rate of change problems; curve sketching; definite and indefinite integration of algebraic, trigonometric, and transcendental functions, with an application to calculation of areas.

Prerequisites
Math 1348, Math 2412 or equivalent.

Learning Outcomes
Upon successful completion of this course, students will:
1. Develop solutions for tangent and area problems using the concepts of limits, derivatives, and integrals.
2. Draw graphs of algebraic and transcendental functions considering limits, continuity, and differentiability at a point.
3. Determine whether a function is continuous and/or differentiable at a point using limits.
4. Use differentiation rules to differentiate algebraic and transcendental functions.
5. Identify appropriate calculus concepts and techniques to provide mathematical models of real world situations and determine solutions to applied problems.
6. Evaluate definite integrals using the Fundamental Theorem of Calculus.
7. Articulate the relationship between derivatives and integrals using the Fundamental Theorem of Calculus.

Core Statement
Math 2413 is a core course for Core 2015. It is in the Foundational Component Area of Mathematics. Courses in this category focus on quantitative literacy in logic, patterns, and relationships. Courses involve the understanding of key mathematical concepts and the application of appropriate quantitative tools to everyday experience.
The following core objectives will be addressed and assessed through the content covered in this course:
- Critical Thinking Skills: to include creative thinking, innovation, inquiry, and analysis, evaluation and syntheses of information
- Communication Skills: to include effective development, interpretation and expression ideas through written, oral and visual communication
- Empirical and Quantitative Skills: to include the manipulation and analysis of numerical data or observable facts resulting in informed conclusions
Specific Content Coverage

<table>
<thead>
<tr>
<th>Section</th>
<th>Title</th>
<th>Objectives covered</th>
</tr>
</thead>
<tbody>
<tr>
<td>2.1</td>
<td>The Idea of Limits</td>
<td>1</td>
</tr>
<tr>
<td>2.2</td>
<td>Definitions of Limits</td>
<td>1</td>
</tr>
<tr>
<td>2.3</td>
<td>Techniques for Computing Limits</td>
<td>1</td>
</tr>
<tr>
<td>2.4</td>
<td>Infinite Limits</td>
<td>1</td>
</tr>
<tr>
<td>2.5</td>
<td>Limits at Infinity</td>
<td>1</td>
</tr>
<tr>
<td>2.6</td>
<td>Continuity</td>
<td>3</td>
</tr>
<tr>
<td>2.7</td>
<td>Precise Definitions of Limits</td>
<td>1</td>
</tr>
<tr>
<td>3.1</td>
<td>Introducing the Derivative</td>
<td>1,3</td>
</tr>
<tr>
<td>3.2</td>
<td>Working with Derivatives</td>
<td>1</td>
</tr>
<tr>
<td>3.3</td>
<td>Rules of Differentiation</td>
<td>4</td>
</tr>
<tr>
<td>3.4</td>
<td>The Product and Quotient Rules</td>
<td>4</td>
</tr>
<tr>
<td>3.5</td>
<td>Derivatives of Trigonometric Functions</td>
<td>4</td>
</tr>
<tr>
<td>3.6</td>
<td>Derivatives as Rates of Change</td>
<td>1</td>
</tr>
<tr>
<td>3.7</td>
<td>The Chain Rule</td>
<td>4</td>
</tr>
<tr>
<td>3.8</td>
<td>Implicit Differentiation</td>
<td>4</td>
</tr>
<tr>
<td>3.9</td>
<td>Derivatives of Logarithmic and Exponential Functions</td>
<td>4</td>
</tr>
<tr>
<td>3.10</td>
<td>Derivatives of Inverse Trigonometric Functions</td>
<td>4</td>
</tr>
<tr>
<td>3.11</td>
<td>Related Rates</td>
<td>5</td>
</tr>
<tr>
<td>4.1</td>
<td>Maxima and Minima</td>
<td>5</td>
</tr>
<tr>
<td>4.2</td>
<td>What Derivatives Tell Us</td>
<td>5</td>
</tr>
<tr>
<td>4.3</td>
<td>Graphing Functions</td>
<td>2</td>
</tr>
<tr>
<td>4.4</td>
<td>Optimization Problems</td>
<td>5</td>
</tr>
<tr>
<td>4.5</td>
<td>Linear Approximation and Differentials</td>
<td>5</td>
</tr>
<tr>
<td>4.6</td>
<td>Mean Value Theorem</td>
<td>5</td>
</tr>
<tr>
<td>4.7</td>
<td>L’Hopital’s Rule</td>
<td>1</td>
</tr>
<tr>
<td>4.8</td>
<td>Newton’s Method</td>
<td>5</td>
</tr>
<tr>
<td>4.9</td>
<td>Antiderivatives</td>
<td>1</td>
</tr>
<tr>
<td>5.1</td>
<td>Approximating Areas Under Curves</td>
<td>1</td>
</tr>
<tr>
<td>5.2</td>
<td>Definite Integrals</td>
<td>1</td>
</tr>
<tr>
<td>5.3</td>
<td>Fundamental Theorem of Calculus</td>
<td>6, 7</td>
</tr>
<tr>
<td>5.4</td>
<td>Working with Integrals</td>
<td>6</td>
</tr>
<tr>
<td>5.5</td>
<td>Substitution Rule</td>
<td>1, 6</td>
</tr>
<tr>
<td>6.1</td>
<td>Velocity and Net Change</td>
<td>1, 6</td>
</tr>
<tr>
<td>6.2</td>
<td>Regions Between Curves</td>
<td>1, 6</td>
</tr>
</tbody>
</table>

Academic Dishonesty in Math Classes
Academically dishonest behavior is, in general, the representation of another’s work as one’s own. This includes unauthorized collaboration between students, and on exams it includes using books, notes, or other unauthorized materials or websites during the exam.
Students who behave in academically dishonest ways may have their grade penalized, or be subject to disciplinary action by the Dean of Students. Students who collaborate during exams or use unauthorized materials or websites on exams may, at the instructor’s discretion, have the exam grade lowered or be given a grade of zero. In the instance that a student is given the grade of zero on a unit exam, the right of having this grade replaced with the Final Exam grade is forfeited. Students who are academically dishonest on the Final Exam may, at the instructor’s discretion, have the grade lowered, be given a grade of zero on the final, or be given the grade of F in the course.
RICHLAND COLLEGE POLICIES AND PROCEDURES

Academic Honesty
Scholastic dishonesty is a violation of the Code of Student Conduct. Scholastic dishonesty includes, but is not limited to, cheating on a test, plagiarism, and collusion. As a college student, you are considered a responsible adult. Your enrollment indicates acceptance of the DCCCD Code of Student Conduct available at Richland College Student Code of Conduct.

Academic Progress
Students are encouraged to discuss academic goals and degree completion with their instructors. Specific advising is available throughout the semester. Check Richland College Advising for more details.

Americans with Disabilities Act
If you are a student with a disability and/or special needs who requires accommodations, please contact the college Disability Services Office at 972-238-6180 (Voice/TTY), visit Thunderduck Hall, suite T120, or go to Richland College Disability Services Office.

Campus Emergency Operation Plan
Richland College and the Dallas County Community College District have developed policies and procedures for dealing with emergencies that may occur on campus. To familiarize yourself with these procedures, please take time to watch the overview video: DCCCD Media Video. The complete Emergency Operations Plan can be viewed and printed at the following website: Richland College Emergency. If you have questions or concerns, please contact the Richland College Office of Emergency Management. This office can be reached by phone (972-238-3794) or by e-mail at BOrton@dcccd.edu.

Contingency Plan
Richland College has developed an Instructional Contingency Plan for Temporary College Closing for On-Campus Courses. Please discuss this contingency plan with your instructor. For distance learning courses, your instructor will use email to contact students in the event of extended technology downtime. To assure work in the class continues, it is important for all students to have an accurate email address recorded in both eCampus and eConnect.

Discrimination and Sexual Misconduct Reporting Information and Requirements
Richland College is committed to ensuring that all community members learn and work in a welcoming and inclusive environment. We support the well-being and development of our students. Richland College prohibits discrimination, including harassment, against any employee on the basis of race, color, religion, national origin, age, disability, sex, sexual orientation, gender, gender identity, gender expression, or any other basis prohibited by law.
Title VII of the Civil Rights Act of 1964 prohibits retaliation or discrimination based on race, color, religion, age, and national origin. Title IX prohibits discrimination based on sex, sexual orientation, gender identity, and/or gender expression (failure to conform to stereotypical notions of masculinity or femininity); sexual misconduct (including sexual
harassment, non-consensual sexual contact, non-consensual sexual intercourse, and sexual exploitation); and sex/gender-based harassment.

Richland College faculty and staff members, unless deemed a confidential resource by law, have an obligation to report and respond to certain issues relating to the health and safety of college community members. This includes information shared with faculty and staff members in person, through electronic communications, or in class assignments. Faculty and staff members must report to the appropriate college officials any allegation of discrimination or harassment. In addition to reporting all discrimination and harassment claims, faculty and staff members are required to report allegations of dating or domestic violence, stalking or retaliation, child abuse or neglect, and/or credible threats of harm. After receiving a report made by an employee, a Richland College official may want to contact the individual who initially shared the information with the employee. In almost all cases, the individual who shared the information with an employee may choose whether or not to speak with the Richland College official. The college does not guarantee the confidentiality of a report of sexual misconduct or discrimination unless the report is made to a Richland College Licensed Professional Counselor Richland College Counseling Services, who does not have this reporting responsibility. Limits to counselor confidentiality are available at Richland College Counseling Services Confidentiality.

A report may also be made directly to the Richland College Title IX/EO Coordinator or Deputy Coordinator:
Bill Dial, PhD, PHR, SHRM-CP
Executive Director of Human Resources
Title IX Coordinator
bdial@dcccd.edu
972-238-6386
Ms. Gloria Williams
College Director of Employee Relations
Deputy Title IX Coordinator
gloriawilliams@dcccd.edu
972-238-6241

Further information may be found on the College website: Richland College Human Resources - TITLE IX - Sexual Misconduct

Financial Aid Attendance and Participation Requirements
Your instructor is required by law to validate/certify your attendance in your on-campus or online course(s) in order for you to receive financial aid. To meet the attendance requirement, you must attend and participate in your on-campus or online course(s) prior to the course certification date and continue beyond the course withdrawal date. 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.

Religious and Ethnic Holiday Observance
Richland College honors the right of each student to observe the practices of their belief system. It is the student’s responsibility to provide their instructors a written justification for a religious accommodation by the third class meeting or the fourth day after the course begins for online courses. It is the responsibility of the instructor and student to negotiate completion of all missed assignments prior to the absence, if possible.

Repeating a Course
Dallas County Community Colleges charge additional tuition to students registering the third or subsequent time for a course taken at any of the DCCCD colleges since the fall 2002 semester. All third and subsequent attempts of the majority of credit and continuing education/workforce training courses will result in an additional tuition charge. Developmental Education and some other courses will not be charged a higher tuition rate. See Third Attempt to Enroll in a Course at DCCCD Third Course Attempt

Richland College’s Quality Enhancement Plan
Richland College is implementing its Quality Enhancement Plan (QEP) in select classes. The QEP provides techniques, practices, and tools to help students develop the habits, traits or behaviors needed to be effective and successful lifelong learners in college and in life. For more information, please log onto Richland College Quality Enhancement Plan.

Six Drop Rule
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 DCCCD Six Drop Rule

Student Survey of Instruction
The Student Survey of Instruction (SSI) is designed to acquire information on the student perception of the quality of courses, faculty, and instruction, and to provide feedback information for improvement. In order to minimize the disruption in the classroom, the SSI is now being administered online in select courses. Students will take the survey through a link in eCampus. If you receive a request to complete the SSI, please do so as soon as possible. By completing this questionnaire, you will help the college and your instructors determine how we might improve your educational experiences. Your identity will remain strictly confidential and anonymous.

Syllabus Change Disclaimer
Instructors reserve the right to amend a syllabus as necessary.

**Texas Success Initiative Assessment Requirements and Course Placement Guidelines**

The Texas Success Initiative Assessment (TSIA) was designed to ensure that students enrolled in Texas public colleges and universities have the basic academic skills needed to be successful in college-level course work. The TSIA requires assessment, remediation (if necessary), and advising of students who attend a public college or university in the state of Texas. Passing the TSIA is a prerequisite for enrollment in many college-level classes such as English 1301/1302, History 1301/1302, and Math 1314. Students who do not meet assessment standards must complete developmental courses in the deficient area with a grade of C or higher. Additional information is available from the TSI Office in T170T or T170S (phone no. 972-238-6115 or 972-238-3787) or at Richland College Texas Success Initiative - TSI.

**Third Attempt to Enroll in a Course**

See the policy at [DCCCD Third Attempt to Enroll in a Course](#)

**Withdrawal Policy**

If you are unable to complete this course, it is your responsibility to officially withdraw by the official drop date for this course. Failure to do so will result in a performance grade, usually an “F.” If you drop a class or withdraw from the college before the official drop deadline, you will receive a “W” (withdraw). For more information about withdrawal procedures access the Richland College Admissions page on policy/procedures or contact the Admissions/Student Records office at 972-238-6948 (Thunderduck Hall, T170).