

## **EAST GEORGIA STATE COLLEGE**

A unit of the University System of Georgia  
131 College Circle  
Swainsboro, Georgia 30401-2699  
Phone Number

### **COURSE SYLLABUS**

**Approved by Academic Policies and Curriculum Committee 11/10/15**

**Approved by Faculty Senate 12/11/15**

**Approved by the President 4/1/16**

Semester / Year

Course Prefix & Number: Course Name

(e.g. ENGL1101: Composition I)

CRN #

Meeting Day(s), Location(s) and Time(s)

- I. Instructor
- II. Office information: Location, Phone, E-Mail, Office Hours
- III. Course Description from EGSC Catalog
- IV. Prerequisites
- V. Textbooks: Author, Title, Publisher, and ISBN #
- VI. Course Learning Outcomes with linkages to General Education  
Student Learning Outcomes
- VII. Evaluation (i.e. description of how Student Learning Outcomes will  
be evaluated)
- VIII. Grading (i.e. how grades will be assessed, including percent of total  
grade for each major assignment)
- IX. Attendance Policy
- X. Make-up Policy
- XI. Plagiarism & Academic Dishonesty (please see EGSC Student  
Handbook)
- XII. ADA Statement
- XIII. Course Withdrawal Policy Statement: Students are responsible for  
their own academic progress. Decisions regarding withdrawal from  
courses should only be made after consultation with an academic  
advisor. Before withdrawing from a course, students must meet  
with a Financial Aid representative to discuss their personal

financial aid situation. More information regarding withdrawal from courses can be found in the EGSC catalog.

XIV. Campus Emergency Policy:

- a. In the event the fire alarm is sounded, everyone must evacuate the building at once and in a calm and orderly fashion, using the nearest exit. In the event of a severe weather warning everyone must proceed immediately to the nearest designated shelter area which are marked by a small tornado symbol. All severe weather shelter locations are posted on the EGSC website. Each student should, on the first day of class, determine the location of the nearest exit and the nearest designated shelter area for each of his or her classrooms. If you have difficulties locating either ask your instructor to assist you.
- b. The **Connect-ED** system is a communication service that enables East Georgia State College administrators and security personnel to quickly contact all East Georgia State College students, faculty and staff with personalized voice and text messages that contain emergency-related campus information (e.g., campus closing, campus threat, health scare, etc.) With **Connect-ED**, East Georgia State College students can be reached and provided with vital instructions anywhere, anytime, through their cell phones, home phones, e-mail, TTY/TDD receiving devices, or other text-receiving devices.
- c. EGSC Statesboro students should make themselves familiar with Georgia Southern University's Emergency Response Plan. In the event of an emergency, EGSC Statesboro students should follow the instructions of EGSC faculty and staff members and GSU campus officials.
- d. EGSC Augusta students should make themselves familiar with Augusta University's Emergency Response Plan. In the event of an emergency, EGSC Augusta students should follow the instructions of EGSC faculty and staff members and AU campus officials.

XV. Additional Course Requirements

XVI. Daily Course Schedule

XVII. Optional Policies

- a. Cell Phones & Electronic Devices
- b. Recording (e.g. audio, video, cell phone pictures)
- c. Classroom Behavior