

PALOMAR COLLEGE

Learning for Success

Student - Instructor Contract *

As a student, I understand that I am responsible for my own success.

By signing this contract, I agree to:

- Show up for class every time, on time, and be prepared
- Get the Syllabus, refer to it often, and know its requirements
- Be respectful of the instructor and my classmates
- Participate in class, be an attentive listener, and connect with other students for study groups to enhance learning
- Remember to keep all my electronic devices *off* during class periods
- Construct speech/outlines carefully and be prepared to present them on time
- Avoid plagiarism by acknowledging the source of *any* borrowed material that I use in my speaking and writing
- Ask the instructor if I have questions regarding plagiarism
- Take exams at designated times
- Go to office hours, ask questions regarding assignments and examinations
- Set priorities (study time, work, etc.), keep my expectations realistic, and not bite off more than I can chew
- Realize that there are many resources available to me (Library, Counseling, Financial Aid), &
- Earn my grade (not argue for it).

Signature of student

Print Name

As faculty, I understand that I am responsible for guiding my students toward success. By signing this contract, I agree to:

- Be on time for every class—stay for the whole class—end on time
- Attempt to learn students' names
- Be prepared
- Hold office hours
- Return messages in timely manner
- Return feedback from speeches and their outlines in a timely fashion
- Be willing to answer questions in class/during office hours
- Stay focused on material
- Be tolerant, fair, respectful, and transparent with grading
- Identify available resources
- Clearly explain expectations, grading policy, and testing procedures,
- Clearly explain consequences of inappropriate classroom behavior, &
- Clarify the meaning of plagiarism, provide students with the means to avoid plagiarism, and make clear the consequences of plagiarism.

Signature of faculty member

* Adapted from the Palomar College Faculty Senate “Student—Instructor Contract” 2008.

