

Academic Policies for Developmental Math

TESTING POLICIES

1. All tests and final exams must be taken in the Math Emporium or with permission of the instructor in the Liberty University Testing Center. A student must show his Liberty University Flames Pass to take a test or exam.
2. A student who has not earned at least 70% after two attempts of a test is required to meet with his instructor to develop a plan for earning a third attempt.
3. A student who is on track with the Course Chart and earns an A on the first attempt of Test 1 will be excused from Math Emporium hours (this does not include the weekly class meeting) through the scheduled time of Test 2. A student with an A on the first attempt of Test 2 and on track with the Course Chart will be excused from Math Emporium hours (this does not include the weekly class meeting) through the scheduled time of Test 3. If a student falls behind the schedule, this privilege will be revoked.
4. Consequences for cheating on a test will be a zero on the test. The student will be allowed a second attempt on the test to prove mastery and then the test grade changed to a zero. Cheating includes use of cell phones, notes, videos, people, websites, and any unapproved calculator during the test.

MATH 100 or MATH 110 STUDENT DOES NOT COMPLETE THE COURSE

If a student does not complete the course, that is he earns a D, F, or W, the following policies apply:

1. If a student does not enroll in the course the following semester, the student must start at the beginning of the course.
2. Any student who has grades from the previous semester due to not completing a course must email the new instructor no later than the end of the day of the first class meeting to request the grades through the last test he passed be transferred to the new course.
3. Grades may only be transferred one time and only for students who have a participation grade of 90% or higher.
4. If a student starts a course in the spring, he must complete it in the following summer or fall semester. If he starts in the fall, he must complete it the following spring semester.
5. If the course is not passed in the second semester, the student must start the course at the beginning the next time he enrolls.

COMPLETING A DEVELOPMENTAL MATH COURSE AND STARTING THE SUBSEQUENT MATH COURSE THE SAME SEMESTER

1. A student who completes MATH 110 by the end of week four may choose to start either MATH 115 or MATH 201. The course must be completed by the last day of the semester. No work can be transferred to a subsequent semester. He will continue to attend class and scheduled emporium time at the same time as his MATH 110 class.
2. A student who completes MATH 100 by the end of week eight may start MATH 110. His MATH 100 instructor will enroll him in MATH 110 in MyLabsPlus. He will continue to attend class and scheduled emporium time at the same time as his MATH 100 class. If he does not complete

MATH 110, he will enroll in MATH 110 the following semester and continue the course starting with the assignment after the last test he passed.

COMPLETING MATH 100 AND MATH 110 IN THE SAME SEMESTER

If the student completes MATH 100 and MATH 110 in the same semester, he has the following options on what to do with the grade in the second course.

1. If the student wants the three credits and a grade and has 15 or fewer credits, the course can be added to his schedule without any change in tuition.
2. If the student wants the three credits and a grade and has 16 or more credits, the course can be added to his schedule and he will need to pay for the credits above 18.
3. If the student desires, the Registrar's Office can replace MATH 100 with MATH 110 with no net change to his credits for the semester. Contact the Coordinator of Developmental Math. This option should not be used if the student has a D or F in MATH 100 in a prior semester.
4. If the student has 16 or more credits, does not want to pay additional tuition, and wants to keep MATH 100 (not MATH 110) on his schedule, then he will contact the Coordinator of Developmental Math to request a prerequisite override to his next math course.

RESIDENTIAL STUDENTS TAKING ONLINE DEVELOPMENTAL MATH COURSES

A residential student must take residential Developmental Math courses, not online courses.