

# Chaffey College



## *Utsler/English/Syllabus, Part Four*

### Plagiarism Policy

**In this class, you will receive zero points for any plagiarized final work; this may result in failure of the course.** If you are unsure if you are plagiarizing or have questions about using sources, please ask. Chaffey's policy on plagiarism is as follows:

"Violations of the Student Academic Integrity Code, including plagiarism, will not be tolerated in Chaffey College English courses. Plagiarism is defined as the misrepresentation of the published ideas or words of another as one's own. At the discretion of the professor, plagiarism or other violations may result in zero points for the assignment and/or failing the course. Additionally, the professor may file a Student Academic Integrity Form documenting the violation and may seek other sanctions. The complete Student Academic Integrity Code appears in the Chaffey College Student Handbook" (from the English Department Guidelines).



### Late Work and No Questions Asked Coupons

*When all students come to class prepared, our learning community benefits.*

#### Supplemental Learning Assignments: Not Accepted Late

Supplemental Learning assignments must be stamped and dated by the appropriate deadlines to earn points; late and incomplete supplemental learning assignments do not earn points. Therefore, anticipate the possibility of a time management concern and avoid waiting until right before the assignment is due to complete the Success Center process. Supplemental Learning assignments completed without Success Center stamps do not earn points.

**No Questions Asked Coupons:** Using "No Questions Asked" coupons, each student is permitted to turn in a total of **up to** two late reading responses, **one** late peer review (with a Success Center tutorial), and **one** late final essay draft without penalty. The coupon page is part of the fourth section of this syllabus; read each coupon carefully for specific conditions and instructions. Students are strongly encouraged to save the attached "No Questions Asked" coupons for emergencies. Other late final essay drafts earn up to half credit. No other late work (peer drafts, homework, Supplemental learning activities, or other late work of any kind) earns points.

Students must attend and participate in the entire peer review session (as well as bring four copies of the rough draft to class) in order to earn points for peer review drafts.

*Utsler/English/Syllabus, Part Four (continued)*



Part Four of the syllabus includes one set of three “No Questions Asked” Coupons.

Each student may only use one set of three “No Questions Asked” coupons this semester.

## NOTES:

# Chaffey College

*Utsler/English/Syllabus, Part Four(continued)*

## NO QUESTIONS ASKED COUPONS

(OTHER COUPONS: NEXT PAGE)

Part Four of the syllabus includes one set of three “No Questions Asked” Coupons.

Each student may only use one set of three “No Questions Asked” coupons this semester.

**Utsler**

***Turn in up to two late reading responses by the last class day***



***Not for use on other late work***

### **“No Questions Asked” Coupon for Two Reading Responses**

This coupon allows you to turn in up to two late reading response assignments by the final class day; no other late reading responses will earn points. Attach this coupon to the **printed copies** of up to two late reading responses; give this work directly to Professor Utsler. Then, also turn in the responses on Canvas where the work was originally due. Late reading response points will be added to your final class point total before your final grade is calculated. Only two late reading responses will earn points in your final grade total

**Only coupon work submitted by the date of our class final may earn points.**

**Utsler**

***Complete a Success Center draft review instead of the normal process of peer review.***



***Not for use on other late work***

**“No Questions Asked” Peer Response Draft Coupon**

To earn full credit for your peer review drafts, you must normally:

- a. Bring four paper copies of your rough draft to class on time for peer review.
- b. Participate in the peer review class session featuring four copies of your rough draft.

This coupon allows you to complete one Success Center draft review session instead of one peer review draft session. You are strongly encouraged to save this coupon for an emergency. Attach this coupon to a **printed copy** of the Success Center review draft and your tutorial session form; give this work directly to Professor Utsler.

**Only coupon work submitted by the date of our class final may earn points.**

**Utsler**

***Turn in one final draft of an essay up to two weeks late without penalty.***



***Not for use on any other late work.***

**“No Questions Asked” Essay Final Draft Coupon**

**(This coupon only may be used to submit work up to the date of the class final.)** This coupon allows you to turn in the final draft of one essay assignment up to two weeks late without penalty. You are strongly encouraged to save this coupon for an emergency; late essays normally earn up to half credit only. Each student may only turn in one final essay late without the half-credit penalty this semester. Attach this coupon to a **printed copy** of your late essay; give this work directly to the instructor. Then, upload this same essay to the normally required area on Canvas. Late essays are graded in the order received (along with all other work from Professor Utsler’s four classes), so please expect a delay.