INSTRUCTOR: Dr. Krzysztof Chris Ciesielski
OFFICE HOURS: M, W, F 9:30-10:30 am (subject to change)
OFFICE: 308G Armstrong Hall
CLASS MEETING TIMES: M, T, W, F 10:30-11:20 & 11:30-12:20am
CLASS MEETING PLACE: 302 Hodges Hall
OFFICE PHONE NUMBER: 293-2011 ext 2337
WEB PAGE: www.math.wvu.edu/~kcies
GRADING SCHEME: Quizzes 10%
4 tests + final test 90%
ATTENDANCE POLICY: Attendance will be checked daily. Each four absences not excused according to the University Policy will result in dropping your final grade by one letter grade (that is, a grade point).
CHEAT SHEET: At each test you can have a sheet with formulas. The formulas will have to be hand written on a page specially prepared by me for the given test. They will become a part of the test, i.e., you have to include them when returning the test. I will distribute these specially marked sheets about a week before each test, together with the sample test.
DROPPING TEST SCORES: For each test (regular or final) you will be able to obtain 100 points. The final is worth 1.5* any mid term test. Anybody that will not request a make-up test (see below for the exceptions) will have the following “dropping-the-worst-score” policy: if your worst score is for one of the regular tests, this score will be dropped, and your final will be worth 1.5* a value of a regular test; if your worst score is for the final, I will count all regular tests, and the value of that final will be a half of that of a value of a regular test.
NO MAKE-UPS! I will not give you any make-ups. If someone will miss a test the score 0 will be dropped according the rule described above.
QUizzes: There will be a 5-10 minutes quiz each Friday. The exercises will be chosen from the homework assignments that are listed in a Departmental part of the syllabus. (As whole exercises, or their parts.) There will be no make-up quizzes. No formula sheets of any kind will be allowed on quizzes.
GRADING SCALE:

<table>
<thead>
<tr>
<th>Grade</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>90-100%</td>
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<tr>
<td>B</td>
<td>80-89%</td>
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<tr>
<td>C</td>
<td>70-79%</td>
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<tr>
<td>D</td>
<td>60-69%</td>
</tr>
<tr>
<td>F</td>
<td>below 60%</td>
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</tbody>
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FINAL EXAM:
The final exam will be comprehensive.

West Virginia University is committed to social justice. I concur with that commitment and expect to maintain a positive learning environment based upon communication, mutual respect, and non-discrimination. Our University does not discriminate on the basis of race, sex, age, disability, veteran status, religion, sexual orientation, color or national origin. Any suggestions as to how to farther such a positive and open environment in this class will be appreciated and given serious consideration.

There are some cases in which you have a right to request a make-up test. However, if you choose so, you will loose your “drop-the-worst-score” privilege. In this case, I will count all the tests, including make-up test, the remaining regular tests and a final, add their scores (with the maximum possible sum equal to 550) and the result will be prorated. In any rate, the reasons for make-up test must be well documented, and the make-up test will be given during last week of classes.