COURSE EXPECTATIONS FOR ASSIGNMENTS

Course expectations are defined in the syllabus for each course. Students are expected to clarify questions or concerns with the course instructor.

Students are expected to use appropriate literary style for written reports and papers. Papers are expected to be completed in a Microsoft Word document.

Specific directions will be included for each assignment. When in doubt about expectations regarding the assignment, ask the instructor.

Formal written assignments will include a title page with the title of the paper, student name, course name, instructor name, and date. A reference page incorporating APA format must also be included. Follow appropriate literary style including use of abbreviations and quotations in the body of the paper.

All assignments must be submitted to the instructor on the date and time designated. Assignments submitted late may be lowered in points as described in the assignment guidelines and/or course syllabus. Assignments that are unacceptable may be returned to the student to be corrected. The student is expected to resubmit the assignment within a timeframe as designated by the instructor.

Plagiarism is considered an act of Academic Dishonesty and will not be tolerated. Instructors will utilize "Safe Assign", a Blackboard Ultra-based internet tool to search for plagiarism violations, when plagiarism is suspected. See the Northwood Tech Student Code of Conduct for further details regarding violations.

For Associate Degree-Nursing students only: Assignments that are unacceptable may be returned to the student to be corrected. The student is expected to resubmit the assignment within a timeframe as designated by the instructor. Assignments submitted late are subject to the Late Written Assignments portion of the Coursework and Testing Policy.