

Attendance Policy



Students who enroll in a course but do not attend a minimum of one class meeting by the census date will be dropped from the class. Students who are enrolled in an in-person class are expected to be present. Students are expected to be active participants in the class.

Course Length: 16 Weeks

Weekly Class Meeting: 1

Absences Permitted: 2



Missed Tests/Exam Policy



Missed tests will be made up in essay format for excused absences only. Excused absences include religious holidays, death in the immediate family, court appearances, illnesses documented with a physician's note, and attendance at professional meetings.

EXAM!

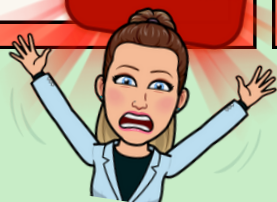


Submitting Assignment Policy



Assignments must be completed and submitted by the date and time noted on the schedule. Submission directions are provided on the rubric of each assignment in Canvas module.

If you have problems, please contact Student Technical Help Desk at 540.891.3077



Late Assignments Policy



Assignments will be accepted no more than 14 calendar days late with an automatic 10-point deduction. This policy applies to assignments ONLY.



Student Expectations



Active engagement, both physically and mentally, plays a crucial role in your success in this course and program.

All students are expected to:

1. **Read materials and chapters before coming to class.**
2. **Actively participate in discussion boards by contributing meaningful discussion.**
3. **Respect the teacher and your classmates.**
4. **Check your announcements and email on a daily basis.**
5. **Do not hesitate to ask questions or for help.**



RESPECT

RESPECT



How Can I Support You?



Computer and Cell Phone



To maintain an optimal learning/teaching environment, the School of Dental Assisting requires that students silence their cell phones and refrain from texting during all classes.

I understand emergencies happen, if you need to take a phone call or text, please excuse yourself to the hallway.

Laptops during class are permitted **only** for class-related activities. Please make sure to silence your laptop as well.



Computer Requirements



Students must use their VCCS login information to access the WIFI Eduroam.

1. **Select Wifi/Network**
2. **Select Eduroam**
3. **Put entire VCCS email**
4. **Put your VCCS password**
5. **Select Connect**
6. **Press Continue**
7. **You should be connected 😊**

