**ADDITIONAL ITEMS TO INCLUDE IN YOUR COURSE SYLLABUS**

**The Pledge**

“I pledge my honor that on this examination I have neither given nor received assistance not explicitly approved by the professor and that I have seen no dishonest work.”

**The Honor System – Faculty Responsibilities**

The Honor Council strongly recommends that the entire printed pledge, and not just the word ‘pledge,’ be on the last page of examination papers when the exam is handed out. There also must be the phrase “I have intentionally not signed the pledge. (check only if appropriate)”

It is the responsibility of the professor to remind students verbally of the pledge before an examination. A visual reminder should be placed at the front of the room, as well.

**More information for students and faculty at: wp.stolaf.edu/thebook/academic/honor/**

**Suggested syllabus statement for Disability and Access accommodation:**

Faculty are strongly encouraged to include a statement on their syllabuses regarding students with disabilities, making it clear that it is the student’s right and responsibility to initiate the process to receive reasonable and equitable accommodations. Students should contact the Disability and Access Specialists, Laura Knobel-Piehl or Nancy A. Cheeseman, LPC, in the Academic Support Center, Buntrock 108, at x3288 or by email. Additional information is at wp.stolaf.edu/asc/dac/. Please consider using this or a similar statement in your syllabus to encourage students with disabilities to notify you of their academic accommodations in a timely manner:

*I am committed to supporting the learning of all students in my class. If you have already registered with the Disability and Access Center and have your letter of accommodation, please meet with me early in the course to discuss, plan, and implement your accommodations in the course. If you have or think you have a disability (learning, sensory, physical, chronic health, mental health or attentional), please contact the Disability and Access Specialists at 507-786-3288 or in the Academic Support Center, Buntrock 108.*

If you have a policy which normally prohibits the use of a laptop or other electronic devices in your classroom, the following additional suggested statement takes into account the potential needs of some students with disabilities, but does not draw inappropriate attention to them or their disability:

*Laptops and/or other digital equipment may not be used in this class unless you have made special arrangements with the professor.*

**More information for faculty at: wp.stolaf.edu/asc/dac/facstaff/**