

Dual Credit Biology I for Non-Science Majors (BIOL 1408-326)
Christ the King – Fall 2026

Instructor: Ms. Briley Jeter

Email: bjeter@ctkschoolslbk.org

Location & Time: Room 109, 3rd Period

Join Google Classroom: o4vocjrx

Conference Hours: I am available to meet during 5th period (11:20 - 12:07), 7th period (1:50 - 2:35), & before or after school by appointment.

Course Description: Biology I & II for Non-Science Majors courses have an identical focus as described for the Majors courses, but have been specifically designed to offer a broad, well-rounded emphasis on scientific concepts. Students will learn the fundamental principles of living organisms including physical and chemical properties of life, organization, function, and evolutionary adaptation. Biology I for Non-Science Majors (BIOL 1408) focuses on defining science and the scientific method, cell biology, genetics and evolution. Biology II for Non-Science Majors (BIOL 1409) provides a survey of biological principles with an emphasis on humans, including evolution, ecology, plant and animal diversity, and physiology. Please note that students **do not** need to take BIOL 1408 to take BIOL 1409.

Course Materials:

- Recommended Text: We will be using Biology 2e from OpenStax. It is a free online textbook and can be found using the following link: <https://openstax.org/details/books/biology-2e>
- **4-Inch, 3 Ring Binder**
- Binder Tab Dividers- At least 10 tabs
- #2 Pencils
- Black or Blue Pens
- Scientific Calculator
- **Laptop/Tablet**
- Notecards
- **Laboratory Notebook:** Can buy an actual laboratory notebook or regular notebook/composition notebook is also fine. Make sure it is either college lined or is graph paper.
(https://snco.com/product/1201-laboratory-notebook/?utm_source=google&utm_medium=cpc&adpos=&scid=scplp1201&sc_intid=1201&gad_source=1&gad_campaignid=21602551656&gbraid=0AAAAAD3jh2W9BwQ-BPS039U-2RNzHqtUj&gclid=CjwKCAjwy7HEBhBJEiwA5hQNoukCI2gn9iaJnpstcOTcoBwRAglsgqV16clNtRHDSzQyoQ2uKszpvBoC2EAQAvD_BwE)

Learning Outcomes - *Upon successful completion of this course, students will:*

- Apply scientific reasoning to investigate questions, and utilize scientific tools such as microscopes and laboratory equipment to collect and analyze data.
- Use critical thinking and scientific problem-solving to make informed decisions in the laboratory.
- Communicate effectively the results of scientific investigations.
- Distinguish between prokaryotic, eukaryotic, plant and animal cells, and identify major cell structures.
- Identify stages of the cell cycle, mitosis (plant and animal), and meiosis.

- Interpret results from cell physiology experiments involving movement across membranes, enzymes, photosynthesis, and cellular respiration.
- Apply genetic principles to predict the outcome of genetic crosses and statistically analyze results.
- Identify the importance of karyotypes, pedigrees, and biotechnology.
- Identify parts of a DNA molecule, and describe replication, transcription, and translation.
- Analyze evidence for evolution and natural selection.

Grading Breakdown:

- Exams: **Five exams** are given **during the semester** covering both lecture and lab. The exams are announced in advance and primarily cover lecture material but may include information from the lab portion. The exams are primarily multiple choice but may include fill-in-the blank, short answer or essay questions. The final exam is comprehensive.
 - Missed exams: If you know in advance that you will be absent on an exam date, notify me ahead of time. If you unexpectedly miss an exam, you are responsible for contacting me and making a plan to reschedule your exam as soon as possible.
- In-Class Quizzes: You will have a quiz each Monday over the material learned the previous week. This will take the first 10 minutes of class approximately.
- Lab Grade: Based on Laboratory Notebook, see **Guidelines for Laboratory Notebook** below.
- Assignments/Projects: Graded assignments/projects may be assigned. See late policy.

Grading Summary:

Grade Type	Percentage of Grade
Exams	60%
Weekly Quizzes	10%
Lab Grade	20%
Assignments/Projects	10%

Grading scale: Final semester average 90-100 = A; 80-89 =B; 70-79 = C; 60-69 = D; <60 = F.

Last Day to Drop the Course: December 3, 2026

Policies, Procedures and Rules

Make-up Work Policy: Students accept the responsibility of attending class and performing work and assignments as prescribed by the teacher. When absence from class is essential, it is the responsibility of the student to communicate with the teacher. When returning to class, it is the student's responsibility to pick up missed work from the absent work file hanging on the wall to the right of the main door. For the number of days students are absent from class, they will have an equal number of days to make up the missed work and turn it in.

Missing/Late Work Policy: Students accept the responsibility of attending class and performing work and assignments as prescribed by the teacher. When absence from class is essential, it is the responsibility of the student to notify the teacher ahead of time and obtain work. If the absence is not planned (sick) and this is not possible, when returning to class, it is the student's responsibility to follow up and obtain and complete assignments. All assignments are expected to be neatly completed and turned in when due.

- All homework is expected to be turned in by the due date.
- All assignments should be neat, and legible and **MUST** be turned in, even if late.
- “Late One Day Pass”: A late pass will be given to each student each 9 weeks in each class. This will allow one “grace” day for students and full points earned on the assignment.
- If a student has other assignments not turned in on time and does not have a Late One Day Pass they will need to complete the assignment.
 - If the assignment is completed and turned in with 24 hours (the next class day), up to a 70 can be earned on the assignment.
 - If the assignment is completed and turned in after that time period, a 0 will be earned.
- **Academic Integrity, Cheating, and Plagiarism:** In High School, when cheating or plagiarism is identified each teacher will inform the Head of Schools. Each teacher and the Head of Schools will visit with the student together and notify the parents. The goal of this is to help the student understand what authentic work entails.
 - First offense – Student Action Plan will be implemented and a maximum grade of 50 may be earned. (If cheating or plagiarism occurs on a quiz/exam this offense will be skipped and move straight to the second offense and consequences.)
 - Second offense - Student Action Plan will be implemented, a grade of 0 will be earned, and more formal meetings will occur.
 - Third offense - Student Action Plan will be implemented, a grade of 0 will be earned, and half day In-School Suspension (ISS) will be served.
 - Any further offenses will place the student in jeopardy of being expelled from Christ the King Diocesan Schools.

Blackboard and Communication: Current grades, course information, lecture notes, links etc. will be available on Blackboard, accessed through <https://southplainscollege.blackboard.com>. I will also post all class materials on Google Classroom (code to join located above). You are responsible for checking either Blackboard and Google Classroom regularly.

Labs: Labs are mandatory and integrated every 1-2 weeks. Labs cannot be made up and students should consult a teacher and peers for notes/data missed if absent. Students will follow ALL safety procedures and wear proper lab attire as discussed in class. Students will record labs as stated in the Guidelines for Laboratory Notebooks.

Student Responsibilities: Students enrolled in this course are expected to -

- Attend all scheduled lectures and labs, arrive on time to class, and be prepared to participate.
- Maintain a positive, engaged attitude, and contribute actively to class discussions and activities.
- Complete all assignments, readings, labs, and assessments on time as assigned.

- Take personal responsibility for obtaining notes and materials missed due to absence, in accordance with the make-up policy.
- Keep up with deadlines and announcements posted in class or online (e.g., Google Classroom or Blackboard).
- Take daily notes unless otherwise instructed.
- Assist in cleaning and properly storing materials and equipment used during labs and in class.
- Respect the classroom environment, peers, instructor, and school staff.

Discipline Policy: Christ the King Schools use a program known as Discipline with a Purpose (DWP) to empower students to become more self-disciplined. DWP focuses on helping students develop skills in fifteen specific areas to make better decisions rather than focusing on disciplining them. The approach of DWP is to make every discipline situation a “teaching moment”. In the CTK schools, we want the students to learn from their mistakes, not just give them a standard consequence. “What could have been different,” is a question that is asked to the student so that they can discover what they need to do when/if the situation arises again. As students grow, they need to learn how to “fix” what is going on around them.

For the betterment of the students, teachers and school, we want to provide a consistent discipline plan throughout the school. The entire school system embraces three main school rules to use as the guiding principles in the DWP system. Our goal is to partner with parents and guardians to develop self-disciplined children.

Christ the King School’s Rules:

1. Respect yourself, others, and things.
2. Contribute to a positive learning environment.
3. Follow school and classroom procedures.

Teachers have age-appropriate discipline cycles for each of their classrooms, athletics, extra-curriculars, and common areas. It is important that as Catholics we maintain the dignity of the student and families.

1. Redirect the behavior
2. Remove the student from the situation
3. Formal notification for High School:
 - a. The Teacher will contact Parents/Guardians and enter into FACTS.
 - b. Office referral where additional measures will be taken by Administration if and when necessary.
 - c. An action plan will be used to help focus on and address the situation at hand.

*There might be times when a behavior warrants immediate removal from a classroom, and a student goes directly to the Head of Schools for immediate attention and action.

Guidelines for Laboratory Notebooks

All students in BIOL 1408 will maintain a laboratory notebook. Document the experiments in an objective manner and with great detail. Each entry should contain enough detail so that another individual could complete the same lab exercise by following your notebook entry (instead of the handout given to you). This helps to develop record-keeping skills which are essential in research and professional careers. Each lab report will include the following elements of a scientific document:

- Table of Contents (dates, titles and page numbers)
- Title
- Purpose/Objective
- Materials and Methods
- Results (with Tables/Figures/Illustrations as appropriate)
- Conclusions and Discussion

I have examples of lab notebooks provided for you. If you are confused or lost, please look at the examples or ask the teacher for insight!

The notebook should be a record of your own work and in your own words. If there's any cause to suspect that the work presented in your lab notebook was not produced by you originally, this will result in the loss of all credit for each lab assignment/exercise where copying is suspected. This will apply to everyone involved in the suspected copying. You will most often work in groups and share data, and you are encouraged to discuss and analyze data with your lab partners and other groups. However, YOU are responsible for interpreting the data and reporting your results in your notebook in your own words. There may be an occasion if your experiment doesn't work or you are absent, where you must borrow another group's data to analyze. This is acceptable as long as your written interpretation is your own.

Overall Elements

- Entries should be made with an ink pen.
- Draw a single line through data or entries that were in error. Do not erase or mark out.
- Each page should be dated.
- Writing style and quality: A lab notebook is a professional document. Therefore you will be graded on proper grammar and spelling, as well as your ability to write concisely and demonstrate an understanding of the scientific concepts of your experiments.
- Write neatly and legibly. If I can't read it, I can't grade it.

Title: A specific, descriptive statement of the experiment.

- Good Example: Comparing Anaerobic vs. Aerobic Conditions in Yeast
- Bad Example: Laboratory #1

Purpose or Objectives: Briefly state the goal of your experiment. Include a clear and concise description of the rationale and background for the experimental design. Information should be cited appropriately if taken from your handout or other sources.

Materials and Methods: Detailed explanation of the materials that were used and the protocol/method that was followed to complete the experiment.

- This section should be written in "scientific" style (e.g. should be a narrative, not a JUST a list of materials).
- The reader should be able to duplicate experiments with the information given.
- The results should NOT be given in this section.
- If the exercise was conducted as a team, name the individual(s) who actually did the "hands-on" work for each step of the experiment in your entry.

Results: Presentation of data in narrative as well as tabular or graphical form, as applicable. Save conclusions or discussion (interpretation of the data) for next section.

- Data should be properly summarized.
- Data should be neatly presented in appropriate format (e.g. drawings, Tables).
- Tables/Figures, if applicable, should be numbered and have axes correctly labeled.
- Figures should have a complete key to symbols/colors used, if necessary.
- Each Table/Figure should have a complete title and legend such that the Table/Figure can be understood without reference to the text.
- There must be a narrative (text) description of the results highlighting important items and trends, NOT just tables and figures!
- Each Table/Figure or illustration in Results must be mentioned in the text portion of the Results section and in the order they are numbered.
- Do not offer explanations for your data at this point – that information belongs in the Discussion.
- Do not repeat methods in this section either – these have already been described.
- If you tape in a table/graph, use only one piece of tape at the top so that you can flip it up to see that nothing is written behind it.

Conclusions and Discussion: 1) Your interpretation of the results, 2) Any inferences drawn from your data (what does it suggest?), and 3) biological context of your results (does your data support the literature?).

- Interpretation of results should follow logic and not conflict with what the data show
- References should be cited (if applicable) relating your interpretations and conclusions to other published studies.
- **Questions included in the laboratory handout are to be answered in this section as well. Remember, completeness and accuracy are a major portion of the lab notebook grade.**

BIOL 1408 Laboratory Notebook Grading Criteria

Completeness

50 %

Each lab exercise or experiment must have a complete write-up, and the student must be present for each lab with no unexcused absences. Each write-up must include all required criteria, whether it is lengthy and detailed or brief and “to be continued” the following week.

Neatness

10 %

Effort was made to write legibly, and write-ups are easy to understand and follow.

Correctness

40 %

Student followed instructions in Guidelines (20 %)

Study Questions for each exercise or experiment are answered correctly (20 %)

Total: 100 %

1408 Fall 2026 *Tentative* Lecture Schedule

Week of:	Lecture Topic	Labs	Exams
8/11 - 8/14	Welcome / Lab Safety / What is Life?		
8/17 - 8/21	Chemistry of Life & Macromolecules	Murder Mystery Lab (Testing for Macromolecules)	
8/24 - 8/28	Cell Organelles & Plasma Membrane	The Microscope & Cells	Exam 1
8/31 - 9/4	Membrane Transport	Osmosis Lab	
9/7 - 9/11	Mitosis & Cancer	Mitosis Under the Microscope	Exam 2
9/14 - 9/18	Enzymes	Enzymes Lab	
9/21 - 9/25	Photosynthesis	Photosynthesis Lab	
9/28 - 10/2	Cellular Respiration	Yeast Respiration (Serial Dilutions) Lab	Exam 3
10/5 - 10/9	Structure of DNA, Replication, Protein Synthesis	DNA Extraction Lab	
10/12 - 10/16	Gene Regulation, Mutations, & Biotechnology	Protein Synthesis & Mutation Practice	
10/19 - 10/23	Meiosis & Genetic Diversity	Gel Electrophoresis Virtual Lab	Exam 4
10/26 - 10/30	Mendelian Genetics & Pedigree Analysis	Genetics Practice Problems	
11/2 - 11/6	Non-Mendelian Genetics	Chromosome Mapping Practice	
11/9 - 11/13	Natural Selection & Evidence of Evolution	Natural Selection Virtual Lab	Exam 5

11/16 - 11/20	Ecology Intro & Energy Flow in Ecosystems	Building Foodwebs	
11/23 - 11/27		Thanksgiving Break	
11/30 - 12/4	Review for Final Exam		
12/7 - 12/11	Review - Final Exam Week - Grades due by 10 am on December 11		Final Exam

How to Study Effectively for Dual Credit College Biology

1. Time Commitment: How Much Should You Study?

- General Rule: For each credit hour, plan to spend 2–3 hours per week studying outside of class.
 - Example: A 3-credit biology course = 6–9 hours of study per week.

2. When to Start Studying

- Start from Day One: Begin reviewing material as soon as it is introduced.
- Keep Up, Don't Catch Up: Don't wait for tests or projects to start studying. Consistent review reduces stress.
- Set a Weekly Routine: Schedule regular times each week just for biology study.
- Before Assessments: Begin focused review for major tests or projects at least 1–2 weeks in advance.
- Ask Early, Ask Often: If you're confused, seek help from your teacher, classmates, or online resources right away.

3. Effective Study Techniques (Research-Backed)

- Active Recall: Test yourself frequently, rather than just re-reading notes.
- Spaced Repetition: Review material over increasing intervals (e.g., with flashcards or apps).
- Elaborative Interrogation: Ask “why” and “how” questions—explain concepts in your own words.
- Practice Retrieval: Do practice quizzes, teach concepts to someone else, or write summaries from memory.
- Dual Coding: Combine words and visuals (make diagrams as you review).
- Mind Mapping & Diagrams: Create mind maps and redraw or label diagrams from memory to connect and visualize concepts (e.g., for mitosis or photosynthesis).
- Group Study Sessions: Quiz each other, teach concepts, and discuss challenging topics.
- Use Analogies: Connect complex ideas to everyday experiences (e.g., cell membrane = security checkpoint).
- Use Mnemonics: Make up acronyms, rhymes, or stories to remember information (e.g., “King Philip Came Over For Good Soup” for taxonomy).
- Set Specific Goals: Break study sessions into small, clear tasks (e.g., “Today I'll master the structure of the cell membrane”).
- Teach Someone Else: Explain concepts to a friend, family member, or even out loud to yourself.
- Self-Testing: Create and take your own quizzes, or use online practice tools.

4. Tips for Success in Biology

- Attend every class and participate actively.
- Form study groups for discussion and clarification.
- Don't hesitate to ask questions— come in and ask questions or reach out to me!
- Use all available resources: textbooks, lecture slides, videos, and reputable online sources.

Intellectual Exchange Statement

In South Plains College courses, the instructor will establish and support an environment that values and nurtures individual and group difference and encourages engagement and interaction. Understanding and respecting multiple experiences and perspectives will serve to challenge and stimulate all of us to learn about others, about the larger world and about ourselves. By promoting intellectual exchange, we will not only mirror society as it is, but also model society as it should and can be.

Disabilities Statement

Students with disabilities, including but not limited to physical, psychiatric, or learning disabilities, who wish to request accommodations should notify the Disability Services Office early in the semester so that the appropriate arrangements may be made. In accordance with federal law, a student requesting accommodations must provide acceptable documentation of the individual's disability to the Disability Services Office. For more information, call or visit the Disability Services Office at Levelland (Student Health & Wellness Office) 806-716-2577, Lubbock Centers (located at the Lubbock Downtown Center) 806-716-4675, or Plainview Center (Main Office) 806-716-4302.

Non-Discrimination Statement

South Plains College does not discriminate on the basis of race, color, national origin, sex, disability or age in its programs and activities. The following person has been designated to handle inquiries regarding the non-discrimination policies: Vice President for Student Affairs, South Plains College, 1401 College Avenue, Box 5, Levelland, TX 79336. Phone number 806-716-2360.

Title IX Pregnancy and Parenting Accommodations Statement (Rev. 6/11/2024)

If you are pregnant or parenting (paternal or maternal) with children under the age of 18 per Texas Education Code 51.982 and Title IX you have a right to reasonable accommodations to help continue your education. To activate accommodations you must submit a Title IX pregnancy and parenting accommodations request, along with specific medical documentation, to the Health and Wellness Center. Once approved, notification will be sent to the student and instructors. It is the student's responsibility to work with the instructor to arrange accommodations. Contact the Health and Wellness Center at 806-716-2529 or email rcanon@southplainscollege.edu for assistance.

CARE (Campus Assessment, Response, and Evaluation) Team

South Plains College is committed to ensuring the safety, health, and well-being of its students and community. To support its campus community SPC has a CARE Team. This is a dedicated group of campus professionals responsible for assessing and responding to students who could benefit from academic, emotional, or psychological support, as well as those presenting risk to the health or safety of the community. If you see someone experiencing challenges, appearing distressed, posing a threat to their safety or someone else's safety, or causing a significant disruption to the SPC community, please submit a CARE Team referral. You may also submit a referral for yourself if you would like additional support. NOTE: In cases where a person's behavior poses an imminent threat to you or another, contact 911.

Campus Concealed Carry Statement

Texas Government Code 411.2031, et al. authorizes the carrying of a concealed handgun in South Plains College buildings only by persons who have been issued and are in possession of a Texas License to Carry a Handgun. Qualified law enforcement officers or those who are otherwise authorized to carry a concealed handgun in the State of Texas are also permitted to do so. Pursuant to Penal Code (PC) 46.035 and South Plains College policy, license holders may not carry a concealed handgun in restricted locations. For a list of locations and Frequently Asked Questions, please refer to the Campus Carry page at: <http://www.southplainscollege.edu/campuscarry.php>

Pursuant to PC 46.035, the open carrying of handguns is prohibited on all South Plains College campuses. Report violations to the College Police Department at 806-716-2396 or 9-1-1.

COVID-19 (Rev. 8/17/2024)

If you are experiencing any of the following symptoms, please do not attend class and either seek medical attention or get tested for COVID-19.

- Fever or chills
- Cough, shortness of breath, difficulty breathing
- Sore throat
- Congestion or runny nose
- Muscles or body aches
- New loss of taste and smell
- Fatigue
- Headache
- Nausea or Vomiting
- Diarrhea

Please also notify DeEtte Edens, FNP-C, Associate Director of Health & Wellness, at dedens@southplainscollege.edu or 806-716-2376

1. SPC will follow the recommended 3-day isolation period for individuals that test positive.
 - a. **Please note that day 0 is the date of positive test. Day 1 begins the first full day after the date of positive result.**
2. COVID reporting
 - a. Please have students and employees notify DeEtte Edens, FNP-C if they have tested positive to verify dates before returning to class or work.
 - b. The home tests are sufficient but students need to submit a photo of the positive result. The date of test must be written on the test result and an ID included in the photo. If tested elsewhere (clinic, pharmacy, etc.), please submit a copy of the doctor's note or email notification. Results may be emailed to DeEtte Edens, FNP-C at dedens@southplainscollege.edu.
 - c. A student is clear to return to class without further assessment if they have completed:
 - The 3-day isolation period, symptoms have improved and
 - they are afebrile for 24 hours without the use of fever-reducing medication.

- d. HEALTH SCIENCE PROGRAMS ONLY: Due to clinical requirements, students in health science programs returning to class or clinical from a positive test will be required to wear a mask in the health sciences areas including offices, hallways, and classrooms, as well as in the clinical setting for a 10-day period from date of positive test.
 3. Please instruct students and employees to communicate with DeEtte Edens prior to their return date if still symptomatic at the end of the 3-day isolation.
 4. Exposed individuals will not be required to quarantine. If exposed, SPC does request individuals closely monitor themselves. If an individual does become symptomatic, please do not attend class or work and be tested.
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Artificial Intelligence Statement

• Purpose of Artificial Intelligence (AI) Applications:

AI applications are advanced language models designed to aid and engage in meaningful conversations, as well as, generate and revise content. AI is intended to supplement learning, stimulate critical thinking, and enhance academic discourse. However, its use comes with certain responsibilities.

• Academic Integrity:

Using AI to generate academic work, including essays, reports, or assignments, without proper attribution is a violation of SPC academic integrity policies. Plagiarism undermines the learning process and is strictly prohibited. Students must ensure that their work reflects their own ideas, research, synthesis, and analysis and appropriately cites all sources, including AI.

• Collaboration and Consultation:

While AI can be a valuable resource, it is essential to strike a balance between seeking assistance and maintaining personal responsibility. Collaboration with peers, consulting instructors, and utilizing other approved learning resources should be prioritized. Overreliance on AI for solutions without actively engaging in the learning process is discouraged and can be grounds for academic integrity violations. Utilizing AI as a tool for brainstorming or research is allowed but the writing should be the student's own work and thoughts.

• Critical Thinking and Originality:

AI usage can provide suggestions and information, but it is essential to critically evaluate the responses and exercise independent thought. Relying solely on AI for answers deprives students of the opportunity to develop their analytical and problem-solving skills. In assignments where originality, creativity, and independent thinking are valued, AI would be detrimental to the student learning process. Critical thinking and originality emphasize the importance of independent thinking in all academic endeavors as part of the student's learning experience apart from outside influence and offers the student the opportunity to refine their unique, individual voice through academic discourse with other students and faculty.

• Ethical Use and Bias Awareness:

AI is trained on large amounts of data from the internet, which may include biased or inaccurate information. Be mindful of the potential for bias and critically evaluate the responses provided by AI. Therefore, when using AI, just like with using any other database, students must verify that the information is from reliable sources, question any potential biases, and ensure that the information and sources used in the paper are neutral, peer-reviewed sources.

• **Responsible Engagement:**

Students should engage with AI in a respectful and responsible manner and avoid using offensive language, discriminatory remarks, or engaging in any form of harassment or inappropriate behavior. Students should also uphold the standards of respectful communication in addressing both AI and fellow classmates.

• **Compliance with South Plains College Policies:**

Policies regarding the appropriate use of AI in South Plains College courses are set by instructional departments and individual instructors. Appropriate use of AI may range from strict prohibition to assignments they may require the use of AI. Misusing or violating the guidelines outlined in this syllabus warning may result in disciplinary action, including academic penalties. Students are expected to familiarize themselves with the specific course policies regarding the use of AI and adhere to them throughout the semester.

Remember, AI can be a tool to support your learning in certain courses and assignments, but it cannot replace the critical thinking, creativity, and independent work that are integral to your overall academic growth.

Contact Information and Signature Sheet
Turn in fully completed to Ms. Jeter

Student Name: _____ Class/Grade: _____

Parent/Guardian Name(s): _____

Contact Phone Number(s): _____

Preferred Contact Method: _____ Best time to be reached: _____

Please list anything else you would like me to know about your child (allergies, food allergies, interests, etc...) _____

Classroom Syllabus: I have read and understand the information outlined in the classroom syllabus.

Student Signature: _____

Parent Signature: _____

Date: _____

Date: _____

Guidelines for Laboratory Notebooks: I have read, understand, and will perform to the best of my ability the rules set forth for the Laboratory Notebooks.

Student Signature: _____

Parent Signature: _____

Date: _____

Date: _____

Laboratory Policies/Procedures: I have read and understand the information outlined in the laboratory policies and procedures.

Student Signature: _____

Parent Signature: _____

Date: _____

Date: _____

Laboratory Safety Contract: I have read and agree to the safety rules set forth by the Safety Contract. I understand that students will not be allowed to perform laboratory activities unless this contract is signed. I also understand that unsafe conduct or misbehavior will result in the student being removed from the laboratory.

Student Signature: _____

Parent Signature: _____

Date: _____

Date: _____

Laboratory Policies and Procedures

1. Respect yourself, your classmates, and any visitors at all times.
2. Students are expected to come to the classroom and laboratory on time and with all necessary materials (textbook, notebooks, pencils, calculators, etc...)
3. Know the location and use of safety equipment in the classroom and laboratories.
4. Report accidents, no matter how minor, and any broken glassware or other equipment to the teacher immediately.
5. Students must wear protective clothing, including safety glasses and lab coats or aprons, when needed.
6. Students must wear closed toe shoes at all times in the laboratory. Students will be notified ahead of time when this will be necessary.
7. Read and follow all procedures carefully. Pay special attention to any Caution or Precaution statements noted in the laboratory assignments.
8. Check chemical labels twice to ensure you have the correct substance and for any hazard classifications or warnings noted on the label.
9. No eating, drinking, or gum chewing in the classroom or laboratory. All food, drink, and gum will be confiscated and discarded immediately.
10. Observe all laboratory safety as stated in the laboratory safety contract.
11. A deduction of points from your participation grade will be a result of the failure to check your laboratory results and/or clean up your laboratory station.
12. If you need to check your results outside of class time, the classroom and laboratory facilities will be open from 7:30am to 4:00pm. If you have any problems checking results during these times, please see the teacher to make alternative arrangements.

Student Initials: _____

Parent Initials: _____