

## Course Syllabus

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### Calculus I

Fall 2010

2085	2417.001	MWF 9:30-10:20am	JO 4.102	Garrett
2086	2417.002	MWF 10:30-11:20am	GR 3.420	Foley
2087	2417.003	MWF 11:30-20:20am	GR 3.420	Farzamirad
2088	2417.501	MW 7:00-8:20am	GR 3.420	Farzamirad

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### Instructor Information

Instructor: Dr. Bentley Garrett  
Office: ECSN 3.606  
Phone: 972-883-4236  
E-mail: [btg032000@utdallas.edu](mailto:btg032000@utdallas.edu)  
Preferred contact: eLearning  
Office hours: MW 4:00-5:00pm

Instructor: Dr. Manjula Foley  
Office: ECSN 3.908  
Phone: TBA  
E-mail: [mx091000@utdallas.edu](mailto:mx091000@utdallas.edu)  
Office hours: MW 11:00-12:30pm

Instructor: Meymanat Farzmirad  
Office: ECSN 3.204  
Phone: TBA  
E-mail: TBA  
Office hours: MWF 10:00-11:00am; MW 5:00-6:00pm

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### Course Pre-requisites, Co-requisites, and/or Other Restrictions

Pre-requisite: A SAT II Mathematics Level IC Test score of 630, a Level II Test score of 630, or a grade of at least C- in MATH 2312 or an equivalent course.

Co-requisites: You must be enrolled in one of the following Calculus I Problem Sessions:

1861	Math 2017.302	T	11:30-1:20pm	FO 2.208	Cave
1871	Math 2017.303	W	2:30-4:20pm	SOM 2.903	Nawarathna
1860	Math 2017.304	R	2:30-4:20pm	FO 2.608	Cave
1869	Math 2017.305	R	2:30-4:20pm	FO 2.604	Nawarathna
1872	Math 2017.306	R	2:30-4:20pm	MSET 2.302	Nguyen
1870	Math 2017.307	T	11:30-1:20pm	CB3 1.306	Nguyen
1867	Math 2017.309	W	2:30-4:20pm	CB1 1.102	Pradhan
1868	Math 2017.311	R	2:30-4:20pm	SOM 2.902	Pradhan
1853	Math 2017.801	M	8:30-10:20pm	GR 3.302	Cheek
1862	Math 2017.803	W	8:30-10:20pm	GR 3.302	Cheek

During problem section, the TA will:

- review class material and relevant material from prerequisite courses
- return and discuss quizzes and exams
- work problems, or have students work problems
- entertain questions
- **administer quizzes**

Only scientific calculators are permitted: no graphing calculators or alpha display. All quizzes and exams are closed book - no notes of any kind.

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## Course Description

Functions, limits, continuity, differentiation; integration of functions of one variable; logarithmic, exponential, and inverse trigonometric functions; techniques of integration, and applications.

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## Student Learning Objectives/Outcomes

- (1) Students will be able to formulate real world problems into mathematical statements.
  - Given a narrative description of a problem that lends itself to mathematical analysis, the student will clearly define any variable quantities introduced and provide an appropriate equation, function, or formula relating those variables.
- (2) Students will be able to develop solutions to mathematical problems at the level appropriate to each course.
  - Given a limit statement of indeterminate form, the student will be able to apply appropriate algebraic or calculus based techniques to compute the limit.
  - The student will be able to evaluate an indefinite or definite integral of a continuous function.
- (3) Students will be able to describe or demonstrate mathematical solutions either numerically or graphically.
  - Students will provide numerical results in a prescribed manner, as a percent, an interval, or with specified accuracy.
  - Students will provide a sketch of a function which exhibits characteristics determined via calculus based operations.

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## Required Textbooks and Materials

Text: *Calculus*, 9<sup>th</sup> Edition, Larson, Hostetler, and Edwards

## Suggested Course Materials

Solutions manual: The Student Solutions Manual is recommended.

eLearning: <http://elearning.utdallas.edu> You must enter your NETID username and password to login to eLearning. (You may need to click the "Academic" link before you login.) Here, you will find the syllabus, problem sets, handouts, etc., as well as a record of your grades. Any messages/e-mails concerning the class will also appear on eLearning. This is also where you should contact me; just click the Mail link/icon, click Compose Message, click Browse, and select the top name (which is mine.)

Calculators: Only scientific calculators are permitted: no graphing calculators or alpha display. All quizzes and exams are closed book - no notes of any kind.

## Additional Resources:

The Department of Mathematics math lab, FO 1.208 Hours: TBA

The GEMS Math Lab is located in Room CN 1.126 (phone: 972-883-6707, website: <http://www.utdallas.edu/ossa/gems/mathlab>) The Math Lab provides free walk-in tutoring for students. In addition to the help available during normal operating hours, each registered student is entitled to a free, one-hour, individual tutorial per week. Individual tutorials require an appointment which are arranged via learning center personnel.

Peer Lead Team Learning (PLTL) is an academic support program sponsored by GEMS (main office: CN 1.126). PLTL provides a learning experience for students who meet in small groups once a week with a Peer Leader who helps guide them through problems related to this course. PLTL sessions meet once a week for 1 1/2 hours with a group of up to eight students and one leader. You should be receiving an email explaining how to apply. The first session is the week of Sept. 1.

### Technical Support

If you experience any problems with your UTD account you may send an email to : [assist@utdallas.edu](mailto:assist@utdallas.edu) or call the UTD Computer Helpdesk at 972-883-2911.

SWE-Society of Women Engineers, <http://swe.utdallas.edu/>

NSBE-National Society of Black Engineers, <http://www.utdallas.edu/orgs/nsbe/nsbehome.htm>

ECS Mentorship Program, contact: Souzan Arashvand, office: ES 2.502, email: [sxa018210@utdallas.edu](mailto:sxa018210@utdallas.edu), phone: 972-883-4277

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## Academic Calendar (subject to change)

Wk	Mon		Wed		Fri	
1					8/20	Introduction, Syllabus, Sec 1.2
2	8/23	Sec: 1.2/1.3	8/25	Sec: 1.3	8/27	Sec: 1.3
3	8/30	Sec: 1.4	9/1	Sec: 1.5	9/3	Sec: 2.1
4	9/6	<b>Labor Day</b>	9/8	Sec: 2.2	9/10	Sec: 2.3
5	9/13	Sec: 2.4	9/15	Sec: 2.5	9/17	<b>EXAM 1</b> Time/place TBA

6	9/20	Sec: 2.6	9/22	Sec: 3.1	9/24	Sec: 3.2
7	9/27	Sec: 3.3	9/29	Sec: 3.4	10/1	Sec: 3.5
8	10/4	Sec: 3.6	10/6	Sec: 3.6/3.7	10/8	Sec: 3.7
9	10/11	Sec 3.9	10/13	Sec: 4.1	10/15	Sec: 4.2/4.3
10	10/18	Sec: 4.4	10/20	Sec: 4.5	10/22	<b>EXAM 2</b> Time/place TBA
11	10/25	Sec: 5.1	10/27	Sec: 5.2	10/29	Sec: 5.3/5.4
12	11/1	Sec: 5.5	11/3	Sec: 5.6	11/5	Sec: 5.7
13	11/8	Sec: 5.7/8.1	11/10	Sec: 8.2	11/12	Sec: 8.3
14	11/15	Sec: 8.3/8.4	11/17	Sec: 8.4	11/19	<b>EXAM 3</b> Time/place TBA
15	11/22	Sec: 8.5	11/24	Sec: 8.5	11/26	Thanksgiving Holiday
16	11/29	Sec: 8.7	12/1	Sec: 8.7/7.1	12/3	Sec: 7.1/7.2
17	12/6	Sec: 7.3/7.4 Course Evaluations	12/8	No class	12/10	<b>Final Exam</b> Time/place TBA

Double-check these dates on [www.utdallas.edu](http://www.utdallas.edu):

8/20 - 9/3 Students may withdraw from a class without record.  
9/4 - 9/15 Students may withdraw from a class with signatures and receive a W.  
9/16 - 10/25 Students may withdraw from a class with signatures of instructor and  
advisor receiving a WP(if passing) or WF(if failing).  
10/26 - EOT Students may withdraw from a class for non-academic reasons only.

### Practice Assignments (subject to change)

**For Quiz 1:** Precalculus Review: #3(a-c), 5(a,b,d), 6(a-c), 7(a,b,d), 8(a-c), 9(a-d), 10(a-c), 11(a,b,d), 12(a,c), 13(a-c), 15, 18(c,e,h), 19(a,c,d), 21, 22, 24, 26, 28, 32(a,b,d), 33(g,h) 35(a-f), 36(a-h), 37(a,b,c), 38(a-d)

9th ed	Larson, Hostetler, & Edwards July 31, 2009
Sec 1.1	Read
Sec 1.2	1-31,35-55odd,67,71,73,75
Sec 1.3	5-75odd,85,86,87,88,89,103,105,117,119,121,123
Sec 1.4	1-21odd,27-57 odd,63-71odd,,77,79,83,85,91,93,99,101,113
Sec 1.5	1-53 odd, 59,61,63,65,67,69,73,75
Sec 2.1	1-4,5-23odd,25a-29a odd,33,35,37,39-42,43,45, 47,49,61, 73-87odd,,93,95
Sec 2.2	1-29odd,39-53odd,55a,57a,59-69odd,77,79,87-99odd,107
Sec 2.3	1-53 odd ,63a,65a,67a,69,71,73,75,83,89,93-103odd,117,127,129,

Sec 2.4	1-29 odd,45-65odd,75a,77a,79a,81a,89,91,93,95,111,113,121
Sec 2.5	1-49 odd,53,55,57,65,67,77,79,81
Sec 2.6	1,3,5,7,11-33odd,37,39,43
Sec 3.1	1-39odd,54,57,59,61
Sec 3.2	1-23odd,29,31,33,35,37a,b,c,39-47odd,53,55
Sec 3.3	1-15odd,17-37odd,a,b,c,43-49a,b odd,57-69odd,89,91,93
Sec 3.4	1-51odd,61,63,73,79
Sec 3.5	1,3,5,13-37odd,45,47,59-75odd
Sec 3.6	1-31odd,49,61,67,69,71,72,79
Sec 3.7	3,5,7,9,11,13,15,17,21,23,27,27c,29,33,41,45,49
Sec 3.9	1-19odd,27,29,31,33,35,37,39,41,43,45
Sec 4.1	1-43odd,49,55-65odd,71-85odd
Sec 4.2	37,39
Sec 4.3	13-43odd,47d
Sec 4.4	5-57odd,61,63,67,69,71,75-91odd,
Sec 4.5	1-41odd,47-95odd
Sec 5.1	7-35odd,39,41-69odd,77a,81a,83-95odd,101,103,105,111,113
Sec 5.2	1-45odd,53,55,57,59,67,69,73,75,77,93,95,96,97,99
Sec 5.3	1,3,5,7,9,11,23,25,27,29,33a
Sec 5.4	1-21odd,37,39-75odd,79,83,99-129odd
Sec 5.5	1,3,9,11,15,17,,19,25,27,41,43,45,63,67,69,71,73,75,79,117,119
Sec 5.6	5,9,11,15-33odd,37,41,43,47,49,55-65odd,81,83,97,99hererer
Sec 5.7	1-53odd,61,71,73,75,77
Sec 7.1	1,3,5,7,11,13,17,19,23,25,27,39,43,65
Sec 7.2	1,3,5,7,9,11
Sec 7.3	1,3,5,7,9,11,13,15,17,19,21,23,25
Sec 7.4	1,3,5,7,9,11,13
Sec 8.1	1-51odd,59,61,65-75odd
Sec 8.2	1-19odd,23,25,27,31,33,35,39,41,49,51,55,57,59,67,73,78
Sec 8.3	1-15odd,25-39odd,67,69,71,73
Sec 8.4	1-15odd,21-39odd,43,45,63,65,59,61,63,65
Sec 8.5	1-25odd,41-47odd,62
Sec 8.7	1-41odd,45-61odda,b,119,odd

8th ed	Larson, Hostetler, & Edwards July 6, 2005
Sec 1.1	Read
Sec 1.2	1-25 odd ,29,31,33,35,37,39,41,43,45,47,59,63,65,67
Sec 1.3	5-61 odd,67,69,71,73,75,77,78,83,84,85,86,87,101,103,113,115,117,120
Sec 1.4	1-19 odd,25,29-51 odd,57,59,61,63,69,71,75,77,83,85,87,91,93,105
Sec 1.5	1-47 odd, 53,55,57,59,61,63,69done
Sec 2.1	1,2,3,4,5-23odd,25a,27a,29a,31a,33,35,37,38,39,40,41,43,45, 47,57, 71-85odd, 91,93,95,99,101
Sec 2.2	1-29odd,39,41,43,45,47,49,51,53a,55a,57,59,61,63,65,67,69,71,75,83-99odd,103,113
Sec 2.3	1-53 odd ,59,61,63a,65a,67a,69,71,75,79-89odd,93-103odd,109
Sec 2.4	1-31 odd,41-65odd,67a,69a,71a,73a,81-91odd101,103,111,113
Sec 2.5	1-49 odd,53,55,57,65,67,77
Sec 2.6	1,3,5,7,9,13-35odd,39,41,43,45,47
Sec 3.1	1-43odd,53,55,57
Sec 3.2	1-23odd,29,31,33,35,37a,b,c,39,41,43,45,51,53,55
Sec 3.3	1-15odd,17-37odd,a,b,c,39-45odd,a,b,53-71odd,85,87

Sec 3.4	1-39 odd,49,51,61,67
Sec 3.5	1,3,5,7,15-33odd,39,41,43,45,51,85,87
Sec 3.6	1,3,5,6,7,9,11,13,15,17,19,21,23,25,27,29,31,33,47,49,51,53
Sec 3.7	3,5,7,9,11,13,15,19,20,21,23,25ac,27,29,30,33,34,39,41,45,49
Sec 3.9	1,3,5,7,9,11,13,15,17,19,27,29,31,33,35,37,39,41,43,45,47
Sec 4.1	1-41odd,47,55-85odd
Sec 4.2	31,33
Sec 4.3	13-43odd,47d
Sec 4.4	5-59odd,63,67,69,71,75-91odd,97,99
Sec 4.5	1-37odd,43-91odd
Sec 5.1	7-33odd,37,41-69odd,71a,73a,75a,77-87odd,93,95,97,103
Sec 5.2	1-41odd,47,49,51,53,61,63,67,69,71,73,79,83,85,87,89,91
Sec 5.3	1,3,5,7,9,11,13,15,23,25,27,29,31,33,35,43,47,49,51,59,61,63,65
Sec 5.4	1-17odd,21,23,25,27,31-73odd,85-109odd,113,115
Sec 5.5	1-29odd,37-47odd,53,55,61-71odd
Sec 5.6	3,4,5-27odd,31,33,35,41-59odd,61,63,71,73,75,77,89,91,99
Sec 5.7	1-49odd,53,63,65,67,69,75,77,79,81
Sec 7.1	1-13odd,17-31odd,43-51odd,61,63
Sec 7.2	1,3,5,7,9,11ab,13a,23,25,27,29,31
Sec 7.3	1,3,5,7,9,11,13,15,17,19,21ab,25
Sec 7.4	1,3,5,7,9,11,13
Sec 8.1	1,2,3,4,5-49odd,57,69,71,73,79,81,83,85,97
Sec 8.2	1-10,11-41odd,47,69odd,71,73,75,83,85,89-101odd,103a,b,c
Sec 8.3	1-4,5-41odd,55-63(integrate)65,67,69,71,79,81a,85a,87,89,91,95,97,99,101
Sec 8.4	1-53odd,59,61,63,65,73,85 (NOTE: 21,33,35,49 try Alg sub as well as Trig sub)
Sec 8.5	1-31odd,41-49odd,53,55,57
Sec 8.7	1-35odd,37ab-53ab,odd,59,65,67,71,73,75,77,79ab,83,,91,93,97,99,109

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## Grading Policy

Grade: The course grade is determined from the following:

Graded homework sets  
 Approximately 10 quizzes  
 3 major exams  
 Comprehensive Final Exam

Weights:	10%	Homework scaled to 100%
	15%	Quizzes
	45%	Major exams
	30%	Final Exam

Grade Scale	[96.6,100]...A+	[93.3,96.6).....A	[90,93.3).....A-
	[86.6,90).....B+	[83.3,86.6).....B	[80,83.3).....B-
	[76.6,80).....C+	[73.3,76.6).....C	[70,73.3).....C-
	[66.6,70).....D+	[63.3,66.6).....D	[60,63.3).....D-
	[0,60).....F		

### Graded Homework

10% of your course grade. Details to be announced.

### Quizzes

Quizzes will constitute 15% of your course grade. The two lowest quizzes will be dropped; the remaining quizzes will be scaled to 100%. Each quiz will be administered during the problem section and will be returned to you at the next meeting of your problem section.

### Major exams

Major exams constitute 45% of your course grade and are weighted as follows. The lowest exam score is valued at 10%, the next higher at 15%, and the highest at 20%. Each major exam will occur during regular lecture time but possibly in a different classroom. You will be notified in class of any change of venue prior to the date of the exam. Graded exams will be returned during problem section.

### Final exam

The final exam is not optional, is comprehensive, and constitutes 30% of your course grade. The lowest major exam score will be replaced with the final exam score if the final exam score is greater. Final exams are not returned to the student but are held for review for one year

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Example: Homework% = 80, Quiz% = 88, Ex 1 = 83, Ex 2 = 74, Ex 3 = 62, Final Exam% = 87. Ex 3 is replaced with 87.

Course percent =  $0.1(80)+0.15(88)+0.1(74) + 0.15(83)+0.2(87)+0.25(87)=80.2$  Course grade: B-

## Course & Instructor Policies

**Attendance:** Attendance is not required but it is essential that you attend every lecture to be successful in this class.

**Citizenship:** Any action that disturbs your classmates or interrupts the lecture is unacceptable. Examples of such actions are:

- (a) Entering the classroom late - be as punctual as possible.
- (b) Leaving the classroom before break or before the end of lecture.
- (c) Cell phones, ringers, buzzers, beepers, alarms, raspberries, blackberries - turn them off! unless you are a member of an emergency response team.

Student participation in class is desired, however, please raise your hand to speak and avoid having side conversations with your classmates.

There will be **no** extra credit

**Make-up exams/quizzes:**

- (a) There will be no make-up quizzes.
  - (b) There will be no make-up exams unless the circumstances are extraordinary.
  - (c) Exams and quizzes are closed book, without notes, and without graphing calculators.
  - (d) SHOW ALL WORK on quizzes and exams. Unsupported answers are considered miracles and, while inspirational, will receive little or no credit. Graded quizzes and major exams will be returned to you as soon as possible. Any document not picked up by the end of finals week will be destroyed.
  - (e) Final exams are not returned to the student but are held for review for one year.
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***These descriptions and timelines are subject to change at the discretion of the Professor.***

*General University policies on Academic Integrity, Incomplete Grades, and other important topics, form part of this Syllabus, and are to be found in the version of the Syllabus posted on the UTD Website.*

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## Intercollegiate Competitions

Students involved in a UTD sanctioned competitive activity must supply the instructor with a letter certifying his/her eligibility to participate in such a competition. Said letter may be obtained from the Intercollegiate Compliance Officer. It is the students' responsibility to discern scheduling conflicts and to inform the instructor well in advance of a class, quiz, or exam that will be missed due to a competition. The instructor will make reasonable accommodation to resolve the conflict.

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## Field Trip Policies

### Off-campus Instruction and Course Activities

*Off-campus, out-of-state, and foreign instruction and activities are subject to state law and University policies and procedures regarding travel and risk-related activities. Information regarding these rules and regulations may be found at the website address [http://www.utdallas.edu/BusinessAffairs/Travel\\_Risk\\_Activities.htm](http://www.utdallas.edu/BusinessAffairs/Travel_Risk_Activities.htm). Additional information is available from the office of the school dean. Below is a description of any travel and/or risk-related activity associated with this course.*

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## Student Conduct & Discipline

The University of Texas System and The University of Texas at Dallas have rules and regulations for the orderly and efficient conduct of their business. It is the responsibility of each student and each student organization to be knowledgeable about the rules and regulations which govern student conduct and activities. General information on student conduct and discipline is contained in the UTD publication, *A to Z Guide*, which is provided to all registered students each academic year.

The University of Texas at Dallas administers student discipline within the procedures of recognized and established due process. Procedures are defined and described in the *Rules and Regulations, Board of Regents, The University of Texas System, Part 1, Chapter VI, Section 3*, and in Title V, Rules on Student Services and Activities of the university's *Handbook of Operating Procedures*. Copies of these rules and regulations are available to students in the Office of the Dean of Students, where staff members are available to assist students in interpreting the rules and regulations (SU 1.602, 972/883-6391).

A student at the university neither loses the rights nor escapes the responsibilities of citizenship. He or she is expected to obey federal, state, and local laws as well as the Regents' Rules, university regulations, and administrative rules. Students are subject to discipline for violating the standards of conduct whether such conduct takes place on or off campus, or whether civil or criminal penalties are also imposed for such conduct.



## **Academic Integrity**

The faculty expects from its students a high level of responsibility and academic honesty. Because the value of an academic degree depends upon the absolute integrity of the work done by the student for that degree, it is imperative that a student demonstrate a high standard of individual honor in his or her scholastic work.

Scholastic dishonesty includes, but is not limited to, statements, acts or omissions related to applications for enrollment or the award of a degree, and/or the submission as one's own work or material that is not one's own. As a general rule, scholastic dishonesty involves one of the following acts: cheating, plagiarism, collusion and/or falsifying academic records. Students suspected of academic dishonesty are subject to disciplinary proceedings.

Plagiarism, especially from the web, from portions of papers for other classes, and from any other source is unacceptable and will be dealt with under the university's policy on plagiarism (see general catalog for details). This course will use the resources of turnitin.com, which searches the web for possible plagiarism and is over 90% effective.

## **Email Use**

The University of Texas at Dallas recognizes the value and efficiency of communication between faculty/staff and students through electronic mail. At the same time, email raises some issues concerning security and the identity of each individual in an email exchange. The university encourages all official student email correspondence be sent only to a student's U.T. Dallas email address and that faculty and staff consider email from students official only if it originates from a UTD student account. This allows the university to maintain a high degree of confidence in the identity of all individual corresponding and the security of the transmitted information. UTD furnishes each student with a free email account that is to be used in all communication with university personnel. The Department of Information Resources at U.T. Dallas provides a method for students to have their U.T. Dallas mail forwarded to other accounts.

## **Withdrawal from Class**

The administration of this institution has set deadlines for withdrawal of any college-level courses. These dates and times are published in that semester's course catalog. Administration procedures must be followed. It is the student's responsibility to handle withdrawal requirements from any class. In other words, I cannot drop or withdraw any student. You must do the proper paperwork to ensure that you will not receive a final grade of "F" in a course if you choose not to attend the class once you are enrolled.

## **Student Grievance Procedures**

Procedures for student grievances are found in Title V, Rules on Student Services and Activities, of the university's *Handbook of Operating Procedures*.

In attempting to resolve any student grievance regarding grades, evaluations, or other fulfillments of academic responsibility, it is the obligation of the student first to make a serious effort to resolve the matter with the instructor, supervisor, administrator, or committee with whom the grievance originates (hereafter called "the respondent"). Individual faculty members retain primary responsibility for assigning grades and evaluations. If the matter cannot be resolved at that level, the grievance must be submitted in writing to the respondent with a copy of the respondent's School Dean. If the matter is not resolved by the written response provided by the respondent, the student may submit a written appeal to the School Dean. If the grievance is not resolved by the School Dean's decision, the student may make a written appeal to the Dean of Graduate or Undergraduate Education, and the dean will appoint and convene an Academic

Appeals Panel. The decision of the Academic Appeals Panel is final. The results of the academic appeals process will be distributed to all involved parties.

Copies of these rules and regulations are available to students in the Office of the Dean of Students, where staff members are available to assist students in interpreting the rules and regulations.

### **Incomplete Grade Policy**

As per university policy, incomplete grades will be granted only for work unavoidably missed at the semester's end and only if 70% of the course work has been completed. An incomplete grade must be resolved within eight (8) weeks from the first day of the subsequent long semester. If the required work to complete the course and to remove the incomplete grade is not submitted by the specified deadline, the incomplete grade is changed automatically to a grade of **F**.

### **Disability Services**

The goal of Disability Services is to provide students with disabilities educational opportunities equal to those of their non-disabled peers. Disability Services is located in room 1.610 in the Student Union. Office hours are Monday and Thursday, 8:30 a.m. to 6:30 p.m.; Tuesday and Wednesday, 8:30 a.m. to 7:30 p.m.; and Friday, 8:30 a.m. to 5:30 p.m.

The contact information for the Office of Disability Services is:  
The University of Texas at Dallas, SU 22  
PO Box 830688  
Richardson, Texas 75083-0688  
(972) 883-2098 (voice or TTY)

Essentially, the law requires that colleges and universities make those reasonable adjustments necessary to eliminate discrimination on the basis of disability. For example, it may be necessary to remove classroom prohibitions against tape recorders or animals (in the case of dog guides) for students who are blind. Occasionally an assignment requirement may be substituted (for example, a research paper versus an oral presentation for a student who is hearing impaired). Classes enrolled students with mobility impairments may have to be rescheduled in accessible facilities. The college or university may need to provide special services such as registration, note-taking, or mobility assistance.

It is the student's responsibility to notify his or her professors of the need for such an accommodation. Disability Services provides students with letters to present to faculty members to verify that the student has a disability and needs accommodations. Individuals requiring special accommodation should contact the professor after class or during office hours.

### **Religious Holy Days**

The University of Texas at Dallas will excuse a student from class or other required activities for the travel to and observance of a religious holy day for a religion whose places of worship are exempt from property tax under Section 11.20, Tax Code, Texas Code Annotated.

The student is encouraged to notify the instructor or activity sponsor as soon as possible regarding the absence, preferably in advance of the assignment. The student, so excused, will be allowed to take the exam or complete the assignment within a reasonable time after the absence: a period equal to the length of the absence, up to a maximum of one week. A student who notifies the instructor and completes any missed exam or assignment may not be penalized for the absence. A

student who fails to complete the exam or assignment within the prescribed period may receive a failing grade for that exam or assignment.

If a student or an instructor disagrees about the nature of the absence [i.e., for the purpose of observing a religious holy day] or if there is similar disagreement about whether the student has been given a reasonable time to complete any missed assignments or examinations, either the student or the instructor may request a ruling from the chief executive officer of the institution, or his or her designee. The chief executive officer or designee must take into account the legislative intent of TEC 51.911(b), and the student and instructor will abide by the decision of the chief executive officer or designee.