

HLSC 100- INTRODUCTION TO HEALTH CARE
SUMMIT TECHNOLOGY ACADEMY 2021-2022 COURSE SYALLABUS

Assessments and Grading Measures

Grading Policy

College Grading Scale

A= 90-100%

B= 80-89%

C= 70-79%

D=60-69%

F= 59% or below

High School Grading Scale-Pg. 6 of STA Hand book

95%-100% A 73%-76% C

90%-94% A- 70%-72% C-

87%-89% B+ 67%-69% D+

83%-86% B 63%-66% D

80%-82% B- 60%-62% D-

77%-79% C+ Below 60% F

Assignments/Exam	Points
Discussion Boards (8)	15 pts each
Assignments (5)	15-25 pts each
End of unit project (1)	140 pts each
End of unit test (2)	50 pts each
Total Points Available	435-485

Assignment Delivery

- **Late Work Policy**- Late work is accepted for review, but no credit will be given.
- **Absences on test day**: Any student who is absent on test day will need to take the test on the day he or she returns to class.

Transferability of College Credit

It is your responsibility to verify that your chosen college or university will accept MCC's credit for this course.

Attendance Policy

Summit Technology Academy's policy may differ from that of the home school and will be in effect for the period of attendance at STA. See pg. 7 of STA Handbook.

Withdrawal Policy

If you wish to withdraw from the college portion of this course, you need to meet with your instructor first. If you determine withdrawing from this course is the best option, you will need to complete and submit a MCC-Dual Credit withdrawal form by the deadline indicated in your dual credit enrollment packet.

Students are responsible for officially withdrawing from classes they do not plan to complete. A student who stops attending a class but remains on the class roster may receive an "F" in the class. If the student receives federal or state financial aid, the student may be required to repay those benefits. Given this financial impact that can be a barrier to a student's success, faculty are also encouraged to drop students who have stopped attending, but it is not required. Students may drop a class through their myMCCKC student center or by visiting with an advisor. Dropping a class after the 100% refund period will result in a grade of "W" on the transcript. During the last 40% of a class, students will receive a grade for their academic progress. Student who stop attending class during this time period could fall below satisfactory academic standards and therefore receive a failing grade.

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Instructors are not required to withdraw students or to change a grade of "F" if the student fails to assume this responsibility. Withdrawal forms are available through an academic advisor or from the Enrollment Center.

Students who fail to meet the above are subject to losing financial aid eligibility. If you feel you are in danger of not meeting these standards or are considering withdrawing from a class, please seek academic assistance and meet with an advisor as soon as possible. Details about this policy can be found at <http://www.mcckc.edu/sap>.

Satisfactory Academic Requirements

In order to retain eligibility for financial aid, recipients must make satisfactory academic progress toward their academic program each semester. Academic exemption, amnesty, or forgiveness is not allowed. The following will be reviewed at the end of each semester.

1. Recipients must earn and maintain a 2.5 cumulative grade point average. Grade point averages will be calculated according to college policy.
2. Recipients must also maintain a cumulative successful (with an A, B, C, D grade) completion rate of a minimum of seventy-four percent (74.00%) of courses attempted.
3. Recipients must complete their academic program within a time frame of no more than one hundred fifty percent (150%) of the number of credit hours required to finish their program without the repetition of any course. (Ex. 64 credits for AA, can only take a total of 96 credit hours towards that degree).
 - Recipients' entire academic history will be evaluated when determining the credit hours that apply toward the maximum time frame eligible for financial aid.
 - Courses attempted and/or completed toward the student's current program are included when determining the maximum time frame. A student is allowed to change their academic program and reset their maximum time frame one time with approval.
 - The maximum time frame eligible for financial aid will be adjusted for approved academic program changes and for remedial/developmental coursework.
 - Rejected transfer hours are excluded from this calculation.

Students who fail to meet the above are subject to losing financial aid eligibility. If you feel you are in danger of not meeting these standards or are considering withdrawing from a class, please seek academic assistance and meet with an advisor as soon as possible. Details about this policy can be found at <http://www.mcckc.edu/sap>.

Summit Technology Academy's policy may differ from that of the home school and will be in effect for the period of attendance at STA. See pg. 7 of STA Handbook.

Retaking a Course

To continue in a MCC Allied Health Program, you must receive a letter grade of C or better in this course. Though a D will transfer on your college transcripts, the best way to improve your GPA is to retake a class for which you received a "D" or an "F". The grade remains on your transcript, but the last one you earn is the one counted in your GPA. You may also retake a class that was transferred from another institution, as long as the

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course is evaluated as an exact match. You may only repeat a course three (3) times before you are expelled from a Program.

Academic Honesty

All forms of academic dishonesty, including:

1. Plagiarism – the intentional use of the ideas or words of another as one's own in a paper or other academic assignment.
2. Cheating during examinations, whether by copying from a fellow student or by using information in the form of unauthorized aids brought to the examination.
3. The submission of work for any assignment that has been prepared by another student.
4. Submission of a single paper to fulfill requirements in two courses without prior approval of the instructors of both courses.
5. Using a false name or signing the name of another individual without proper authorization in connection with any course work.

If objective evidence for academic dishonesty exists, the instructor may:

1. Require the paper, assignment or examination be repeated; lower the grade for this work; assign a grade of F to this work, or assign a grade of F for the course.
2. The instructor will notify the student of a meeting to discuss the alleged academic dishonesty, the proposed penalty and that failure to respond to this notification will make the instructor's decision final.
3. If a grade of F is assigned for the course, the instructor will notify the dean responsible for instructional services and the division chair, in writing, within two (2) business days after the scheduled meeting with the student.
4. If in the opinion of the instructor, the alleged academic dishonesty supports disciplinary options, other than a grade of F, the instructor will report the incident to the dean responsible for instructional services within five (5) business days after the meeting with the student. The dean of instruction will ensure that the dean of students is notified of the instructor's concerns. More information can be found through this link:

[Student Code of Conduct](#)

Satisfactory Academic Progress: (See **Note below*)

In order to be eligible to receive federal Title IV financial aid or veterans benefits, you must make satisfactory academic progress toward your educational plan by maintaining the following standards:

- Students must maintain a cumulative successful (with an A, B, C, D grade) completion rate of 67% in courses attempted.
- Students must maintain a minimum 2.0 cumulative grade point average.

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- Students must complete their degree plan within 150% (credits) of the degree plan (Ex. 64 credits for AA, can only take a total of 96 credit hours towards that degree)

Students who fail to meet the above are subject to losing financial aid eligibility. If you feel you are in danger of not meeting these standards or are considering withdrawing from a class, please seek academic assistance and meet with a counselor or academic advisor as soon as possible. Details about this policy can be found at www.mcckc.edu/sap

***Note: While you may not qualify for financial aid as a high school student, dual credit course grades will be used to calculate SAP at the higher education institution you choose to attend after graduating from high school.**

Tutoring/Extra Help Plan

STA utilizes a pyramid of interventions in order to ensure students successfully meet the course requirement. Students may access instructor during office hours as listed above. Students also have access to Schoology to pose questions to the instructor and/or classmates for additional assistance.

Class Policies

Cell phone use: Cell phone use is not allowed in the classroom. In case of an emergency and a student needs to use his/her phone, please signal to teacher and leave the room quietly.

Use of Computers: Students are to use laptops only for classroom purposes. Students are not allowed to visit social networking or shopping sites unless being used in curriculum.

Absences on test day: Any student who is absent on test day will need to take the test on the day he or she returns to class.

Course Regulations: Summit Technology regulations and guidelines will be followed for classroom behavior and expectations. Adherence to all Lee's Summit R7 policies will be enforced.

Academic Lettering: Any student who has maintained a 94.5 or higher GPA for both semesters of the STA course will receive an academic letter.

DATE	EXERCISE/POINTS	DUE DATE
Unit 1	Discussion Boards (8) 15 pts each	TBD
August 30-October 22	Check Ins (5) 10 pts each	TBD

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	Exam Unit 1-50 pts	October 22
Unit 2 October 25-December 21	Check Ins (5) 10 pts each Assignments (5) 15-25 pts each HLSC Project-140 pts	TBD TBD December 16 and 17