

Dr. Kenneth Word
Mathematics Department
Proper Student Conduct During Mathematics Class

1. Attend class regularly. (Four absences in a 16 week semester and three absences in semester shorter than 16 weeks will be considered excessive.
2. Arrive on time and remain in the classroom until class is dismissed.
3. Take notes and be attentive to the classroom presentation.
4. Refrain from visiting with fellow students during class.
5. Refrain from sleeping during class.
6. Refrain from reading and studying material that is not related to the class you are attending.
7. Remove your hat while in the classroom.
8. Refrain from eating, drinking, or using tobacco products.
9. Attend examinations at scheduled times.
10. Bring necessary materials to lectures and examinations.
11. Maintain behavior that conforms with all guidelines stipulated in the CTC Student Handbook.
12. Maintain behavior that conforms with the laws of the State of Texas and the United States of America.