Instructor: Melisa Meza Contact Phone: (915) 747-5173
CRN: 16419/16386 Day: Mon and Wed Room: EDUC 211 Time: 7:30 – 8:50
Lab: __________________ Day: Friday Room: ONLINE Time: 7:30 – 8:50

HELP WITH THIS COURSE:

1. Your instructor’s office hours are dedicated to assist you. This information, as well as Program information is available at https://www.utep.edu/developmentalmath/.
2. A Developmental Math lab will be open for tutoring most days of the week. Your instructor will give you a schedule of hours, both in person and virtual.
3. Students requiring accommodations for physical or learning disabilities must contact the Center for Accommodations and Support Services, 106 East Union. If you are eligible for accommodations, you are responsible for presenting to your instructor any DSSO letter and instructions as early as possible in the semester.
4. Tell your instructor if you are in any special programs such as: Athletics, Veterans, ISP, SSSP, START, CAMP, etc.

CONTACT INFORMATION:

If you have concerns regarding your grade, course, etc... speak with your instructor first. The following contacts are for you if you are not able to resolve the issues involved.

Developmental Math Program Leader: Mrs. Rocio Myres Bishop
Email: rmyres2@utep.edu cell: 915-227-6806

ALEKS Program Coordinator: Ms. Rosa Hernandez
Email: rmhernandez3@utep.edu

Tutor coordinator: Dr. Israel Martinez
Email: imartinez6@utep.edu

Associate Director of Entering New Students Experience: Mr. Alejandro Mena
Email: alemena@utep.edu cell: 915-892-2127
Questionnaire

Student Name: _______________________________ Preferred name: _______________________________

Contact Information:

Cell Phone: ____________________________ Working Email: ______________________________

UTEP Information: Major _______________________________ Classification ___________________

Have you taken MATH 0311 at UTEP before? _______ YES _______ NO

If YES, when and with what instructor? _____________________________________________

Next Math course needed (please check)

____ 1319      ____ 1320      ____ 1380      ____ 1508       ____ not sure

Do you have a computer/tablet which will run the ALEKS program and is available to you daily for homework? _______________________________________________________

Special Circumstances: You will be required to spend several hours weekly on the ALEKS program. Please indicate any special circumstances you may face which will cause that to be a challenge.

Where do you work? ____________________________ How many hours per week? ______________

How many course hours are you taking at UTEP? __________

Other issues which cause time management problems (please specify)_____________________________________

_____________________________________________________________________________________

Special Programs: Are you an international student? Yes___________ No _____________

Write a short description of yourself, adding anything else you want your instructor to know.

Other interests or extra-curricular activities you have:
STUDENT CONTRACT
Your class will be taught utilizing the ALEKS (Assessment and Learning in Knowledge Spaces) system this semester. This program uses an online program to assess your mathematical knowledge and creates a path of instruction unique to your mastery needs. Please review this agreement, then sign and return it to your instructor when you are requested to do so.

I UNDERSTAND: (Please initial each item to confirm you understand the following)

____ I understand this is an actual UTEP course and will be permanently recorded on my transcript.
____ I acknowledge that my instructor will weekly visit with me about my progress in class. If I do not want these discussions to take place inside the classroom, it is my responsibility to inform my instructor and arrange another time.

Things which can cause me to be dropped or fail the course

____ Failure to purchase a book and code and use it to create an account and take your initial Knowledge Check by the 2nd day of class will result in being dropped from the course.
____ Failure to work on ALEKS and complete the required weekly topics will result in receiving an ALEKS Student Deficiency Contract. (Average of 20 topics weekly and a minimum of 10 hours weekly)
____ Failure to meet the requirements of the ALEKS Student Deficiency Contract will result in either being dropped from the course or receive a failing grade.
____ Failure to take a scheduled Module Exam without making prior arrangements with the instructor may result in being dropped from the course or receive a failing grade.
____ Exceeding the allowed amount of absences may result in being dropped from the course or receive a failing grade.
____ Class time is for ALEKS work only and the computer may not be used for any other purpose. The use of websites other than ALEKS during class time will result in an absence being counted against you.
____ Failure to complete the course as outlined in the syllabus will result in receiving a failing grade of “U” in the course.

Things NOT allowed during my time in the math program, and which can result in disciplinary action against me. Students in violation of these policies will be turned over to the Office of Student Conduct and Conflict Resolution for cheating.

____ The use of electronics, including cell phones are not allowed. This includes, but is not limited to: listening to music, texting, checking email, looking at social media websites, and making phone calls.
____ The use of websites other than ALEKS to compute mathematical answers or provide “help” is strictly forbidden.
____ You must do my own work and may not allow others to work on your ALEKS account.
____ No electronic devices (other than calculators) may be used to mathematically assist you during your work time on ALEKS. Phone apps, laptops, tablets or any other devices are not allowed during ALEKS work time.

Student Signature ___________________________ Date ______________