Stephen F. Austin State University  
College of Education  
Department of Human Services  
DHH Program  
American Sign Language I  
SPH 172.001  
Fall 2017

**Instructor:** Scott Whitney  
**Office:** Human Services 315

**Office Phone:** 936-468-2906  
(Leave a message)  
**Credits:** 3 Semester Hours  
**Email:** swhitney@sfasu.edu

**Course Time & Location**  
Course Time: T, Th 9:30 am – 10:45 am  
Location: HSTC 314

**Office Hours**  
M, F 8:00 am – 11:00 am  
T, Th 1:00 pm – 3:00 pm

* I can often be found in the ASL Lab (HSTC 312)  
**DO NOT use the D2L email to contact me.

**I. Course Description**  
This class is an introduction to American Sign Language and Deaf Culture. All of the following are included but not limited to the principles, methods and techniques for communicating with deaf individuals who use ASL. An emphasis will be placed on the development of basic expressive and receptive skills for simple conversation with deaf individuals using ASL. Also a brief history of signs will be included. **The class will be conducted in ASL, no voice.**

**Prerequisites:**  
none

**II. Intended Learning Outcomes/Goals/Objectives: (Program/Student Learning Outcomes)**  
Through the development of American Sign Language skills and knowledge of the Deaf Culture, this course fosters the SFA Way:  
**The SFA Way ... "...striving for personal excellence in everything we do."**

At Stephen F. Austin State University, our faculty, staff, alumni and students believe in doing things "The SFA Way." We expect the best from ourselves and from each other, and we hold each other accountable when we fail to maintain these standards.  
Grounded in the five "Root Principles" below, we, the members of the SFA community, strive for personal excellence in everything that we do.
The Principle of Respect ... Lumberjacks command respect and treat others with respect.
The Principle of Caring ... Lumberjacks think of the needs of others and seek to improve the quality of life of those around them.
The Principle of Responsibility ... Lumberjacks do what is right.
The Principle of Unity ... Lumberjacks are loyal to their friends, family, university, state and country.
The Principle of Integrity ... Lumberjacks have the courage to do what is right, even when it is hard or unpopular.

Standards:

- The program complies with the following standards:
- Texas Higher Education Coordinating Board (THECB)
- Council for the Accreditation of Educator Preparation (CAEP)
- Council of Exceptional Children (CEC)
- Council on Education of the Deaf (CED)
- Interstate Teacher Assessment and Support Consortium (InTASC)
- International Society for Technology in Education (ISTE)

For a detailed list of the program standards please refer to: SFASU DHH Program Standards

Program Learning Outcomes:

1. The program will provide students with the knowledge needed to pass the TExES certification tests.
2. The program will provide students with the knowledge and skills needed to pass the TASC certification tests and to teach deaf students who rely on signed communication.
3. The program will provide students with sufficient practice needed to apply research-based teaching methods to lessons with live audiences and public-school students.

Student Learning Outcomes:

1. Candidates will demonstrate content and professional knowledge in each of the four domains measured by TExES #181 certification exam
   - **Domain I.** Understanding Students Who Are Deaf or Hard-of-Hearing
   - **Domain II.** Promoting Student Learning and Development
   - **Domain III.** Promoting Student Achievement in English Language Arts and Reading
   - **Domain IV.** Understanding the Professional Environment

2. Candidates will demonstrate content and professional knowledge in each of the TEA standards for core curriculum.
   - In this course, candidates will demonstrate at least “Intermediate” expressive proficiency on the following topics:
3. Candidates will demonstrate the knowledge and skills needed to pass the TASC certification test of sign language proficiency skills needed for entry-level deaf and hard of hearing teachers. Specifically, candidates will demonstrate at least an “Intermediate” level of proficiency on each of the skills measured by the TASC:

- Range of communication
- Comprehension
- Fluency
- Vocabulary/grammar
- Use of space

**In this course, ALL expressive assignments will use the TASC criteria.**

4. Candidates will demonstrate the knowledge and skills required to teach the core content to deaf and hard of hearing students. Specifically, students will demonstrate the knowledge and skills in the following domains measured by the observation rubrics:

- Assessment
- Instructional Planning
- Positive Classroom Environment/Climate
- Responsive Instructional Communication
- Professional Behavior/Advocacy
- Impact on PK-12 Learning

**In this course, students will learn to use communication strategies commonly used in education, including contrastive structures, comparison**

### III. Description of Assignments

**Signed EXAMS (Receptive):** (2 @ 150 Points Each)

- Two major exams.
- Each exam will contain fingerspelling, old and new material (each test comprehensive).
- All tests will be signed and students are expected to write the intent and meaning using good English grammar.
- If you do not show up to an exam, a grade of 0 will be recorded, except for a documented emergency. Please see me WELL in advance (at least one week) for a known conflict, such as university sponsored sports activities, etc.
- Should you miss an exam for an unexcused absence (skipping class, alarm “not going off”, being late for an exam, etc) your grade will BE A ZERO for the missed exam. NO EXCEPTIONS AT ALL. Plan ahead and be smart.
- Should you miss an exam for an EXCUSED absence (death in the immediate family, illness requiring doctor visit and /or hospitalization, etc.) See me the day you return to reschedule.

**EXAM 1**

- Manual Alphabet / Fingerspelling
- Units 1 & 2 Vocabulary
- Signed Sentences & Vocabulary
- Computer Based

**EXAM 2**
• Manual Alphabet / Fingerspelling
• Units 1 - 4 Vocabulary
• Signed Sentences & Vocabulary
• Computer Based

VIDEO PROJECT: “Autobiography” (100 points)
• Addresses EEO 2 (See PLO’s)
• TBA

Final production “Autobiography”, NO LATE WORK WILL BE ACCEPTED

UNIT REVIEW VIDEO: (4 @ 50 points each)
• Following each Unit (1-3), students will complete the Unit Review section via web cam or cameras in the Sign Language Lab. Videos will be added to GoReact.
• Label your homework with your name, unit, teacher name
• Each completed assignment’s due date is the last day the assignment will be accepted for points.
  • Unit 1 pg. 34-35 (Questions to Ask 1-9, Mini-dialogues 1-3) 50 pts and 10 vocabulary words: numbered, fingerspelled, and signed correctly.
  • Unit 2 pg. 88-90 (Questions to Ask 1-10, Autobiographies 1, 2, 3 pg. 90) 50 pts.
  • Unit 3 pg. 153 – 154 (Questions to Ask 1 – 10) Autobiographies 1, 2, 3 50 pts
  • Unit 4 pg. 212 – 214 (Questions to Ask 1 – 10) Autobiographies 1, 2, 3 50 pts

QUIZZES FOR HEARING PEOPLE ONLY (3 @ 50 points each)
• Students will read chapters 1 - 24 of the text For Hearing People Only.
• Students will then be evaluated by three computer-based assessments.
  • For Hearing People Only covers common questions hearing people ask about Deaf people and Deafness, a history of sign language and related contexts, an examination of cultural unique characteristics, and perspectives associated with the education of deaf and hard of hearing individuals.
  • Additionally, podcast lectures are available on D2L for each exam.
  • Grades on the three quizzes will be used as the means of assessment for this assignment.
  • Test 1: Chapter 1-8
  • Test 2: Chapter 9-16
  • Test 3: Chapter 17-24

QUIZZES: APPLE IS MY SIGN BOOK & THROUGH DEAF EYES DOCUMENTARY (2 @ 50 points each)
• D2L Quiz
• Must be completed by due date timeline located in this document.
• Questions to check your comprehension over the information covered in “Apple is My Sign”.
• Questions to check your comprehension over the documentary “Through Deaf Eyes”.

25 HOURS OF OUT-OF-CLASS PRACTICE (1 @ 100 points each)
• Must go to the sign lab and spend a minimum of two hours working with the “Language Coach”.

25
• Must have a total of 25 hours total signed off. Hours can be collected by
  o Having a conversation with a Deaf student
  o Going to the lab to practice
  o Studying with a friend
  o Going to the AARC
• To earn full credit **ALL** 25 hours must be completed and signed off on **AND** 2 of the hours must be **WITH** a sign coach in the lab. In the course calendar and grade book, these are labeled “Labs”.
• Labs are due roughly **every 3 weeks**
• Each lab visit is worth 6 points. If you miss the deadline, there will be NO MAKE-UP

**COMP FINAL EXAM:** (200)
- The test will follow the same format as previous tests. Fifteen (15) sentences are signed in ASL. Students will write the meaning in **proper English**. The instructor will provide the exam response sheet. Students are encouraged to use resources provided by the instructor for preparation for this exam. Resources can be found on Desire to Learn and the ASL Study Tool USB drive.
- You MUST show up on the scheduled final day (refer to timeline).
- The exam will be administered in one of the computer labs in the Ralph W. Steen library.

**Class Participation:** Successful class interactions depend on prepared and present communicators! You are expected to attend each class and to participate in all class discussions and activities. This includes actively listening, asking and answering questions, expressing your opinion. Diversions due to personal notes, visiting, or working on day planners, are not considered appropriate and will be addressed when observed. Cell phones are to be turned off during class. Texting during class (reading, composing, or sending messages) is NOT accepted and will be addressed as observed. Using phones or other technology during class EXCEPT as directed may result in a 2.5% deduction from your final grade for each instance.

**IV. EVALUATIONS AND ASSESSMENTS:**

**GRADES WILL BE BASED ON THE FOLLOWING:**

<table>
<thead>
<tr>
<th>Category</th>
<th>Value</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Receptive: 2 Unit Exams</td>
<td>150</td>
<td>300</td>
</tr>
<tr>
<td>Receptive: 1 Comp Final Exam</td>
<td>300</td>
<td>300</td>
</tr>
<tr>
<td>History: 3 “For Hearing People Only”</td>
<td>50</td>
<td>150</td>
</tr>
<tr>
<td>Receptive: 8 Fingerspelling Quizzes</td>
<td>25</td>
<td>200</td>
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<tr>
<td>Manual: 1 DVD Video Project (Autobiography)</td>
<td>100</td>
<td>100</td>
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<tr>
<td>History: 2 QUIZ- Apple is My Sign, Deaf Eyes Doc</td>
<td>50</td>
<td>100</td>
</tr>
<tr>
<td>Manual: 4 Unit Video Reviews</td>
<td>50 x4</td>
<td>200</td>
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<tr>
<td>Mix: In Class Assign./Participation/Attendance</td>
<td>150</td>
<td>150</td>
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<tr>
<td><strong>Total</strong></td>
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<td>1500</td>
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</tbody>
</table>

**A** 90 – 100%
**B** 80 – 89%
**C** 70 – 79%
**D** 60 – 69%
ALL ASSIGNMENTS MUST BE TURNED IN TO RECEIVE ANY GRADE BUT AN F.

A variety of extra credit opportunities MAY arise at times throughout the semester.

- End of unit quiz
- End of Course evaluations
- Perfect attendance

THE AUTOBIOGRAPHY PROJECT WILL NOT BE ACCEPTED LATE FOR ANY REASON WHATSOEVER. PERIOD.

Grading Standard based on Percentages:

A: 90-100: Students earning the grade of an A on any assignment will have completed work that obviously demonstrates a more than average understanding of the course material and completion of all aspects and requirements of the assignment. The grade of an A is reserved for that work which expertly displays one’s ability to engage the ideas at hand.

B: 80-89: Students earning the grade of a B on any assignment will have completed work that demonstrates a more than average understanding of the course material and completion of all aspects and requirements of the assignment. The grade of a B is reserved for that work which adeptly displays one’s ability to engage the ideas at hand, recognize and dialogue about the complications of such ideas, and translate such dialogue into clear, academic prose that is free of stigmatized errors. However, the level of thought, while still above average, may fluctuate in terms of analytic abilities and expression.

C: 70-79: Students earning the grade of a C on any assignment will have completed work that demonstrates an average understanding of the course material and completion of all aspects and requirements of the assignment. The grade of a C is reserved for that work which displays one’s ability to engage the ideas at hand (more so through summary and response rather than analysis), recognize and dialogue about the complications of such ideas (however, the complications recognized will focus more on surface level issues rather than the greater whole), and translate such dialogue into clear, academic prose that is free of stigmatized errors. As can be seen from this description, the level of thought will be acceptable and display that a student has read the assignment, but his/her analytic abilities and level of expression will not be nearly as complicated nor developed. Instead, C work will display a student’s hold to traditional methods of expression.

D: 60-69: Students earning the grade of a D on any assignment will have completed work that demonstrates a below average understanding of course material and a lack of completion of all aspects and requirements of the assignment. The grade of a D is reserved for that work which displays one’s struggle or refusal to engage the ideas at hand, simply summarizes the work under study with no actual recognition of or dialogue about the complications of such ideas, and the translation of ideas into writing is completed in such a convoluted manner that the audience will have difficulty following the conversation.
**F: 0-59:** Students earning the grade of F on any assignment will either not have completed the assignment, will have completed the assignment but not followed the guidelines, or will have completed the assignment and demonstrated a complete misunderstanding of the course material. In this case, it will be obvious that the student has either not completed the required reading and/or given him/herself enough time to develop the work. The grade of a F is reserved for that work which does not engage the issues at hand, offers a base (not complete) summary of the work at hand with no critical engagement, and the translation of ideas into writing is either incomplete or the audience will be unable to follow the conversation. It is important to remember that a student can receive 0 out of 100 points. In the case that a student only partially completes an assignment or completes a work (in terms of page length, but not purpose) s/he may receive 0 points. If you make an F on a major assignment, you should make an appointment with me to discuss the matter.

### IV. Tentative Course Outline/Calendar

<table>
<thead>
<tr>
<th>Date</th>
<th>In-class</th>
<th>Due outside of class</th>
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<tbody>
<tr>
<td>Tue, Aug 29</td>
<td>Syllabus, Introductions</td>
<td>Due</td>
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<tr>
<td>Thu, Aug 31</td>
<td>Go React, ASL Lab Visit, Manual Alphabet</td>
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<tr>
<td>Fri, Sep 01</td>
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<tr>
<td>Tue, Sep 05</td>
<td>Unit 1, Fingerspelling, Facial Expression, ASL parameters</td>
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<tr>
<td>Thu, Sep 07</td>
<td>Unit 1, Phone Number game</td>
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<tr>
<td>Fri, Sep 08</td>
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<td>For Hearing People Only Quiz 1 due 11:59pm</td>
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<td>Fingerspelling Quiz 1 due 11:59 pm</td>
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<tr>
<td>Tue, Sep 12</td>
<td>SN Unit 1 and Review DVD homework</td>
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<tr>
<td>Thu, Sep 14</td>
<td>Unit 1</td>
<td></td>
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<tr>
<td>Fri, Sep 15</td>
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<td>DUE: Signing Naturally Workbook Unit 1 Review; Record your video responses in GoREACT</td>
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<td>Lab 1 Due in ASL Lab (HSTC 312)</td>
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<tr>
<td>Tue, Sep 19</td>
<td>Unit 2</td>
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<td>Thu, Sep 21</td>
<td>Unit 2</td>
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<tr>
<td>Fri, Sep 22</td>
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<td>For Hearing People Only Quiz 2 due 11:59 pm in D2L</td>
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<tr>
<td>Tue, Sep 26</td>
<td>Unit 2</td>
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<tr>
<td>Thu, Sep 28</td>
<td>Unit 2 and Review DVD homework</td>
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<tr>
<td>Fri, Sep 29</td>
<td></td>
<td>Fingerspelling Quiz 3 due 11:59 pm in GoREACT</td>
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<tr>
<td>Tue, Oct 03</td>
<td>Unit 2</td>
<td></td>
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<tr>
<td>Thu, Oct 05</td>
<td>Exam 1</td>
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<td>Fri, Oct 06</td>
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<td>DUE: Signing Naturally Workbook Unit 2 Review; Video your responses in GoREACT</td>
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<td>Fingerspelling Quiz 5 due 11:59 pm in GoREACT</td>
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<td>Date</td>
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<tr>
<td>Tue, Oct 10</td>
<td>Unit 3</td>
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<td>Thu, Oct 12</td>
<td>Unit 3</td>
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<tr>
<td>Fri, Oct 13</td>
<td>For Hearing People Only Quiz 3 Due 11:59 pm in D2L</td>
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<td></td>
<td>Fingerspelling Quiz 4 due 11:59 pm in GoREACT</td>
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<tr>
<td>Tue, Oct 17</td>
<td>Unit 3</td>
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<td>Thu, Oct 19</td>
<td>Unit 3</td>
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<td>Fri, Oct 20</td>
<td>Fingerspelling Quiz 6 due 11:59 pm in GoREACT</td>
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<td>Lab 2 due in ASL lab (HSTC 312)</td>
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<td>Tue, Oct 24</td>
<td>Unit 3</td>
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<td></td>
<td>Review DVD Homework</td>
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<tr>
<td>Fri, Oct 27</td>
<td>Signing Naturally Workbook Unit 3 Review due by 11:59 pm in GoREACT</td>
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<tr>
<td>Tue, Oct 31</td>
<td>Unit 4 and Discuss Autobiography</td>
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<td>Thu, Nov 02</td>
<td>Unit 4 or Scavenger Hunt</td>
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<tr>
<td>Fri, Nov 03</td>
<td>Fingerspelling Quiz 7 due 11:59 pm in GoREACT</td>
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<tr>
<td>Tue, Nov 07</td>
<td>Unit 4</td>
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<tr>
<td>Thu, Nov 09</td>
<td>Unit 4 Autobiography Practice</td>
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<tr>
<td>Fri, Nov 10</td>
<td>Apple is My Sign Quiz due by 11:59 pm in D2L</td>
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<td>Lab 3 Due in ASL Lab (HSTC 312)</td>
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<tr>
<td>Tue, Nov 14</td>
<td>Exam 2</td>
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<td>Thu, Nov 16</td>
<td>Unit 5</td>
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<tr>
<td>Tue, Nov 21</td>
<td>Thanksgiving Break</td>
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<td>Thu, Nov 23</td>
<td>Thanksgiving Break</td>
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<tr>
<td>Tue, Nov 28</td>
<td>Unit 5</td>
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<td>Thu, Nov 30</td>
<td>Unit 5</td>
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<tr>
<td>Fri, Dec 01</td>
<td>Through Deaf Eyes Quiz due in D2L</td>
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<td></td>
<td>Lab 4 Due in ASL Lab HSTC 312</td>
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<tr>
<td>Tue, Dec 05</td>
<td>Review for Final Exam</td>
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<tr>
<td>Thu, Dec 07</td>
<td>Review for Final Exam</td>
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<tr>
<td>Fri, Dec 08</td>
<td>AUTOBIOGRAPHY DUE in GoREACT</td>
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<tr>
<td>Tue, Dec 12</td>
<td><strong>Final Exam: TUESDAY 8-10:00 AM</strong></td>
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**VI. Readings:**


FEM Statement:
In this course you must purchase and activate the LiveText add-on, Field Experience Module (FEM), PRIOR to your first day of field experience/clinical teaching. Failure to purchase and activate the account and/or submit the required assignment(s) within the FEM system may result in course failure. FEM must be purchased from www.livetext.com for a fee of $18.00 for a multiple year subscription.

LiveText Statement:
This course uses the LiveText data management system to collect critical assessments for students who are Perkins College of Education majors (undergraduate, graduate, and doctoral) or majors in other colleges seeking educator certification through the Perkins College of Education. Students who do not have an existing LiveText account will receive an access code via the SFA email system within the first week of class. You will be required to register your LiveText account, and you will be notified how to do this via email. If you forward your SFA email to another account and do not receive an email concerning LiveText registration, please be sure to check your junk mail folder and your spam filter for these emails.

If you have questions about obtaining or registering your LiveText account, call ext. 1267 or e-mail SFALiveText@sfasu.edu. Once LiveText is activated, if you have technical questions, call ext. 7050 or e-mail livetext@sfasu.edu. Failure to activate the account and/or submit the required assignment(s) within the LiveText system may result in course failure.

V. Course Evaluations:

Near the conclusion of each semester, students in the Perkins College of Education electronically evaluate courses taken within the PCOE. Evaluation data is used for a variety of important purposes including:
1. Course and program improvement, planning, and accreditation;
2. Instruction evaluation purposes; and
3. Making decisions on faculty tenure, promotion, pay, and retention.

As you evaluate this course, please be thoughtful, thorough, and accurate in completing the evaluation. Please know that the PCOE faculty is committed to excellence in teaching and continued improvement. Therefore, your response is critical!

In the Perkins College of Education, the course evaluation process has been simplified and is completed electronically through MySFA. Although the instructor will be able to view the names of students who complete the survey, all ratings and comments are confidential and anonymous, and will not be available to the instructor until after final grades are posted.

VIII. Student Ethics and Other Policy Information: Found at http://www.sfasu.edu/policies/

Class Attendance and Excused Absence: Policy 6.7
Regular, punctual attendance, documented participation, and, if indicated in the syllabus, submission of completed assignments are expected at all classes, laboratories, and other activities for which the student is registered. Based on university policy, failure of students to adhere to these requirements shall influence the course grade, financial assistance, and/or enrollment status. The instructor shall maintain an accurate record of each student’s attendance and participation as well as note this information in required reports (including the first 12 day attendance report) and in determining final grades. Students may be excused from attendance for reasons such as health, family emergencies, or student participation in approved university-sponsored events. However, students are responsible for notifying their instructors in advance, when possible, for excusable absences. Whether absences are excused or unexcused, a student is still responsible for all course content and assignments. Students with accepted excuses may be permitted to make up work for up to three weeks of absences during a semester or one week of a summer term, depending on the nature of the missed work. Make-up work must be completed as soon as possible after returning from an absence.

**Academic Accommodation for Students with Disabilities: Policy 6.1 and 6.6**

To obtain disability related accommodations, alternate formats and/or auxiliary aids, students with disabilities must contact the Office of Disability Services (ODS), Human Services Building, and Room 325, 936-468-3004 as early as possible in the semester. Once verified, ODS will notify the course instructor and outline the accommodation and/or auxiliary aids to be provided. Failure to request services in a timely manner may delay your accommodations. For additional information, go to [http://www.sfasu.edu/disabilityservices/](http://www.sfasu.edu/disabilityservices/).

**Student Academic Dishonesty: Policy 4.1**

Abiding by university policy on academic integrity is a responsibility of all university faculty and students. Faculty members must promote the components of academic integrity in their instruction, and course syllabi are required to provide information about penalties for cheating and plagiarism, as well as the appeal process.

**Definition of Academic Dishonesty**

Academic dishonesty includes both cheating and plagiarism. Cheating includes, but is not limited to:
- using or attempting to use unauthorized materials on any class assignment or exam;
- falsifying or inventing of any information, including citations, on an assignment;
- helping or attempting to help another in an act of cheating or plagiarism.

Plagiarism is presenting the words or ideas of another person as if they were one’s own. Examples of plagiarism include, but are not limited to:
- submitting an assignment as one's own work when it is at least partly the work of another person;
- submitting a work that has been purchased or otherwise obtained from the Internet or another source;
- incorporating the words or ideas of an author into one's paper or presentation without giving the author credit.

**Penalties for Academic Dishonesty**
Penalties may include, but are not limited to, reprimand, no credit for the assignment or exam, re-submission of the work, make-up exam, failure of the course, or expulsion from the university.

**Student Appeals**
A student who wishes to appeal decisions related to academic dishonesty should follow procedures outlined in Academic Appeals by Students (6.3).

**Withheld Grades: Policy 5.5**
At the discretion of the instructor of record and with the approval of the academic unit head, a grade of WH will be assigned only if the student cannot complete the course work because of unavoidable circumstances. Students must complete the work within one calendar year from the end of the semester in which they receive a WH, or the grade automatically becomes an F, except as allowed through policy [i.e., Active Military Service (6.14)]. If students register for the same course in future semesters, the WH will automatically become an F and will be counted as a repeated course for the purpose of computing the grade point average.

**Student Code of Conduct: Policy 10.4**
Classroom behavior should not interfere with the instructor’s ability to conduct the class or the ability of other students to learn from the instructional program. Unacceptable or disruptive behavior will not be tolerated. Students who disrupt the learning environment may be asked to leave class and may be subject to judicial, academic or other penalties. This policy applies to all instructional forums, including electronic, classroom, Mid-Unit Activities, discussion groups, field trips, etc. The instructor shall have full discretion over what behavior is appropriate/inappropriate in the classroom. Students who do not attend class regularly or who perform poorly on class projects/exams may be referred to the iCare: Early Alert Program at SFA. Information regarding the iCare program is found at [http://www.sfasu.edu/judicial/earlyalert.asp](http://www.sfasu.edu/judicial/earlyalert.asp) or call the office at 936-468-2703.

**Additional Information:**

**To complete Certification/Licensing Requirements in Texas related to public education and other professional settings, you will be required to:**

1. Undergo criminal background checks for field or clinical experiences on public school campuses; the public school campuses are responsible for the criminal background check; YOU are responsible for completing the information form requesting the criminal background check. If you have a history of criminal activity, you may not be allowed to complete field or clinical experiences on public school campuses. At that point, you may want to reconsider your major while at SFASU.

2. Provide one of the following primary ID documents: passport, driver’s license, state or providence ID cards, a national ID card, or military ID card to take the TExES exams (additional information available at [www.texas.ets.org/registrationBulletin/](http://www.texas.ets.org/registrationBulletin/)). YOU must provide legal documentation to be allowed to take these mandated examinations that are related to certification/licensing
requirements in Texas. If you do not have legal documentation, you may want to reconsider your major while at SFASU.

3. Successfully complete state mandated a fingerprint background check. If you have a history of criminal activity, you may want to reconsider your major while at SFASU.

For further information concerning this matter, contact Katie Snyder Martin at 936-468-1740 or snyderke1@sfasu.edu.

IX. Other Relevant Course Information:

Self-Plagiarism – Instructor’s Policy
Submitting the same work to more in more than one course without the express written consent of the professors is considered self-plagiarism and will be treated as academic dishonesty. Similarly, if you are retaking the course, do not submit the same paper you submitted earlier.

Test Policies – Communication with Peers
Unless the instructor gives written permission NO form of communication with peers is permitted. To ensure that the instructor does not misinterpret your intentions, do not mouth or sign to yourself during a test.

Test Policies – Video-based tests
If your course has any videos which you control that require comprehension of ASL, you may only play the video at normal speed without pausing. You may view the video ONLY the number of times the instructor allows. Any deviations from this policy MUST be in writing.

• STUDY/PRACTICE REQUIREMENTS: All students are expected to practice/study outside of class for 1 to 2 hours per week for each credit hour earned. A three-credit hour course requires three to 6 hours of practice, homework, or study each week. During the summer, the number of hours increases due to the condensed time frame. Summer expectations are approximately one to two hours per day.

• EMAIL ATTACHMENTS: Due to problems with viruses no attachments will be accepted without my written permission.

• RELEASE OF GRADES: Grades will not be released through e-mail. The Family Privacy Act considers e-mail too public. In order to prevent others from seeing your grades unless you so desire, I will only discuss grades in person or over the phone.

• TECHNICAL DIFFICULTIES POLICY: Technical difficulties will not relieve you of the responsibility of submitting assignments or assessments on time. Attempt submissions EARLY so that you may get technical support in a timely fashion if needed. The only exception to this policy is a system-wide outage of D2L or other required resources.

• APPROPRIATE USE OF TECHNOLOGY: Put cell phones away and out of sight before class starts. Only use them as directed by your instructor. If meeting in a computer Mid-Unit Activity, use the computers only as directed. Inappropriate use may result in a 2.5% deduction from your final course grade per instance.

• NO VOICING POLICY: All my classes use ASL as the primary means of communication in order to prepare professionals for communicating with their future students or members of the Deaf community. Use your ASL skills at every opportunity. This not only increases your practice and fluency, but also accommodates students and professors who are Deaf. Use of voice may result in a 2.5% deduction from your final grade per instance.
• Late work and make-up work will ONLY be accepted with a DOCUMENTED excused absence and must be completed within 2 weeks of the original due date.

**Advancing to SPH 272 (ASL II) requires the following:** A grade of "B" or better in ASL I. The course is heavily weighted on the final receptive test and expressive assessments or assignments. Near the end of the semester, your instructor will send a list of students who appear to be meeting this grade requirement so that you may register. However, if your grade changes after the final exam, your permit will be revoked.

*The prerequisite WILL be enforced:* If you manage to enroll in a course without meeting prerequisites, your instructor will check and you will be removed from the course. Grades may not be released through e-mail. The Family Privacy Act considers e-mail too public. In order to prevent others from seeing your grades unless you so desire, I may only discuss grades in person or over the phone.