



# COURSE AGREEMENT FORM :

## DIRECTIONS:

Please print, complete, scan, and return digital copy to the professor.

This checklist provides both you and me with documentation that we both understand the general rules of the class, where materials can be accessed and the due dates and policies concerning all assignments. Please read over the following statements (they are summarizations of what you have in your syllabus) and type your initials in the space provided, then sign your full name at the end.

STUDENT NAME : |

1. I understand that as this is a studio course, I will be able to, within certain time restrictions, work on my own pace through this course.



\_\_\_\_\_ [initials].



2. I understand that ALL materials (i.e., studio assignments, critiques, discussions, lecture slides, reading quizzes, tests, activities) will be posted on Blackboard under "course content".



\_\_\_\_\_ [initials].



3. I understand that should I need help, my instructor's office hours and email address have been listed on the first page of the syllabus, which is posted to Blackboard.



\_\_\_\_\_ [initials].



4. I understand that ALL assignments are due to my instructor no later than **11:59pm every Sunday**, and that you have a one-week grace period to turn in work, after that it's -20 points off the project grade.



\_\_\_\_\_ [initials].



5. I understand that my professor for Digital Art and Design can be reached at **cdyer@highpoint.edu** for questions.



\_\_\_\_\_ [initials].



6. I understand that ALL studio assignments should be turned in on Blackboard in a **PDF visual presentation format that visualizes design process, research, variations, final work, and self-driven critique.**



\_\_\_\_\_ [initials].



7. I understand that some assignments in this course are **self-directed**.



\_\_\_\_\_ [initials].



8. I understand that I can **ReDo** assignments to improve my work for a new grade.



\_\_\_\_\_ [initials].



9. I understand that all work completed in this class must be my own **original work** and that copying, pulling images off the internet, tracing images, or borrowing ideas is considered plagiarism.



\_\_\_\_\_ [initials].



10. I understand that I need **access** to a computer, the internet, a sketchbook, a planner, and access to a printer [there is a printer in the lab]. If you are online or the printer is down you will need funds for printing up to 11x17" color prints for this course.



\_\_\_\_\_ [initials].



11. If I have questions about the content of the course it is my responsibility to ask my instructor before any assignments are due.



\_\_\_\_\_ [initials].



12. I understand that my computer crashing, or lack of internet on any given day is not an excuse not to submit homework and test assignments on time.



\_\_\_\_\_ [initials].



13. I understand and take responsibility for managing my time in this course. This course requires a minimum of **5-10** hours of [independent] work per week.



\_\_\_\_\_ [initials].



PLEASE SIGN YOUR FULL NAME & DATE HERE :

signature \_\_\_\_\_

printed name \_\_\_\_\_

date \_\_\_\_\_

Please retain a copy of this for your own records and reference