



CRIJ 4337 - Ethics in Criminal Justice

Fall 2025 Syllabus, Section 162, CRN 16311

Instructor Information

Melinda Vidaurri, J.D.

Email: melinda.vidaurri@tamiu.edu

Office Hours:

By Appointment

Times and Location

T 6pm-8:45pm in Pellegrino Hall 116

Course Description

This course explores the fundamental concept of fairness throughout the criminal justice system. It examines situations, dilemmas, and problems encountered by persons in all criminal justice agencies/organizations. More specifically, it examines ethical issues in policing, the courts, and in correctional settings. Case scenarios are used to explain and analyze ethical dilemmas. Finally, the course looks at several ethical situations in criminal justice more in-depth, such as interrogation tactics, prosecutorial misconduct and the death penalty.

Social Sciences Department, College of Arts & Sciences

Additional Course Information

This course examines a wide range of ethical issues in the field of criminal justice. It examines situations, dilemmas, and problems encountered by persons in all criminal justice agencies/organizations. Topics covered include the use of harm to prevent harm; the use of discretionary decision-making; prediction problems; and ethical dilemmas faced by police, prosecutors, defense attorneys, judges, corrections officers, etc. in the course of their daily duties.

Student Learning Outcomes

On successful completion of this course, you will be able to:

1. Examine how social values shape perceptions towards criminal justice professionals.
2. Distinguish differences between professional and personal beliefs.
3. Assess current criminal justice policies from an ethical perspective.
4. Discuss and assess the consequences of ethical dilemmas and violations in the criminal justice system.
5. Differentiate between individual integrity and what is best for most people in our society.
6. Demonstrate critical and analytical thinking

Important Dates

Visit the Academic Calendar (tamiu.edu) (<https://www.tamiu.edu/academiccalendar/>) page to view the term's important dates.



Textbooks

Group	Title	Author	ISBN
Required	Ethics in Criminal Justice: In Search of the Truth (7th ed.)	Souryal, S.S., Whitehead, J.T.	9781138353664

Grading Criteria

100-90=A

89-80=B

79-70=C

69-60=D

59 or Below= F

Course Expectations

Course Expectations:

Your success in this course is determined by your completion of all coursework including reading all chapters in your textbook, additional readings, discussions, and writing assignments. You must complete all tasks by the due dates in the course schedule. I do not accept any late work. If you have any issues understanding any assignments, instructions, or concepts covered in this course, please make sure to email me with your questions or concerns; please also feel free to schedule an appointment with me if needed, I am here to assist you. I will answer your emails/messages within 48 hours, if not sooner. However, please do not wait until the end of the semester to contact me about any issues. I can only assist you if you communicate with me in a timely manner.

This course will use a lecture -discussion format. Students will be expected to have read the assigned materials prior to class in order to participate in class discussions. Participation is a critical part of the learning process. Discussions about issues and current events related to this course are also essential to a better understanding of the material.

Students are required to check their TAMU email accounts and course web page (Blackboard) on a regular basis. This will allow me to communicate with you about any changes in readings, assignments, or exams, and other important information.

Attendance Policy:

Attendance is a crucial aspect of this course. My priority is for you to learn the philosophies, theories, responses, laws, protections, and consequences of ethical dilemmas and violations in the criminal justice system and that means you should attend class. I will lecture and we will discuss the chapters in your textbook, articles, videos, and current events; we will work through the coursework together, but you must stay engaged and attend.

Excessive absences will be handled within the university's standards and my individual discretion. Please read University policies below. Non-excused absences are not allowed. Therefore, there will be no makeup opportunities for non-university excused absences. TAMU policy indicates that students are expected to be in class unless students are involved in a university excused activity, can provide a doctor's excuse for an illness, or experiences an unavoidable emergency. In the case of planned absences, assignments may be turned in before their due date. Please see the instructor to discuss attendance concerns or excessive absences.

More than 2 unexcused absences will result in a 5% reduction from your final grade. I will be taking attendance during every class session. Please arrive on time, and we'll have no issues. I'll be tracking all attendance—please make sure your name is called especially if you are late and I have already gone through attendance. If you miss a class, it is your responsibility to find out what was missed.

Electronic Devices:

The use of electronic devices such as cellular phones, AirPods, headphones, and any other electronic devices are not allowed in the classroom. If you have a cellular phone, please turn it off or set it to "silent" mode during class time. Laptop computers, chrome books, and surface pros are permitted only for note taking purposes.

Office Hours:



Please do not hesitate to contact me via email to schedule an appointment with me if you have any questions about this course. You may also visit with me before class, after class, or via email.

Grading and Evaluation:

Your grade in this course will be based upon your performance on 3 exams, 1 paper, and a cumulative Final Exam.

Calculation of Your Final Grade:

Exam #1: 20%

Exam #2: 20%

Paper: 20%

Exam #3: 20%

Final Exam: 20%

Paper Proposal:

You will turn in on September 16, 2025, a 1-page research proposal that describes what will be your required paper for this course. Based on the readings and class discussions in class, you must identify a specific issue/problem/practice present in the criminal justice system with regards to ethical problems/dilemmas. You must turn in your proposal by the scheduled date otherwise you will not be allowed to turn in the final paper. There are no exceptions.

Paper:

Students will select a criminal justice current event, past event, policy, or practice and determine its morality or immorality as well as the ethical dilemmas it causes/caused and how it was resolved or if it has not been resolved due to competing interests by criminal justice policy makers, legislatures, politicians, etc. Papers should also provide an analysis of the chosen policy/program/issue, and address what changes are needed to make a current policy or practice an ethical one according to your assigned readings and class discussions. Potential topics include, but are not limited to: juvenile waivers-certified as adult offenders, three strikes laws, enhancement laws, death penalty, registration and notification of sex offenders, supermax facilities, elected/appointed criminal justice politicians/chiefs/directors and adverse employment actions based on politics, corruption in the criminal justice system, etc...

The assigned paper for this course should be written as an Expository Paper meaning your paper should include a clear, focused explanation of the topic you have chosen with supportive information, explanatory paragraphs, and a conclusion that summarizes the information. Your paper should be 4-5 pages in length, double spaced, 12-point font, and APA citation style with a minimum of three (3) references (you may use more references if needed). Papers are due on October 28, 2025, at the beginning of class in person on the due date and through Blackboard by 11:30 p.m. on the due date as well. Failure to submit your Paper as instructed will result in only partial credit being given for the paper; both the printed copy and the Blackboard submission must be turned in for you to receive full credit for the paper.

The rubrics for the response papers are available on Blackboard.

Total score possible for this course requirement ranges from 0 (lowest) to 100 (highest).

The following are standards that will be utilized to grade your papers:

- a. 100-90 = Follows assignment, excellent command of material, exemplary writing.
- b. 89 -80 = Follows assignment, minor flaws in command of material, minor writing flaws.
- c. 79 -70 = Flaws in following assignment, minor flaws in command, significant writing problems.
- d. 69 -60 = Flaws in following assignment, flaws in command and documentation, very poor writing.



Schedule of Topics and Assignments

Week of	Agenda/Topic	Reading(s)	Due
8/26	• Week 1 (August 25-August 30): First Day of Class: Review Syllabus and Overview of Course Explanation and Discussion of Paper Chapter 1- Acquainting Yourself with Ethics: A Tour of the Ethics Hall of Fame		
9/2	• Week 2 (Sept. 1-Sept. 6): Chapter 1- Acquainting Yourself with Ethics: A Tour of the Ethics Hall of Fame Chapter 2- Familiarizing Yourself with Ethics: Nature, Definitions, and Categories		
9/9	• Week 3 (Sept. 8- -Sept. 13): Chapter 2- Familiarizing Yourself with Ethics: Nature, Definitions, and Categories Chapter 3- Understanding Criminal Justice Ethics: Sources and Sanctions		
9/16	• Week 4 (Sept. 15-Sept. 20): Paper Proposal Due –September 16 (Tuesday) Chapter 3- Understanding Criminal Justice Ethics: Sources and Sanctions Chapter 4-Meeting the Masters: Ethical Theories, Concepts and Issues Study Chapters 1-4 for Exam #1		Paper Proposal Due –September 16 (Tuesday)
9/23	• Week 5 (Sept. 22-Sept. 27): EXAM #1- Sept. 23 (Tuesday)		Exam #1
9/30	• Week 6 (Sept. 29-2-Oct. 4): Chapter 5-The Ambivalent Reality: Major Unethical Themes in Criminal Justice Management Chapter 6- Lying and Deception in Criminal Justice		
10/7	• Week 7 (Oct. 6-Oct. 11): Chapter 7-Racial Prejudice and Racial Discrimination Chapter 8- Egoism and the Abuse of Authority		
10/14	• Week 8 (Oct. 13-Oct. 18): Chapter 8-Egoism and the Abuse of Authority Chapter 9- Misguided Loyalties: To Whom, to What, at What Price? Study Chapters 5-9 for Exam #2		
10/21	• Week 9 (Oct. 23-Oct. 26): EXAM #2- October 21 (Tuesday)		Exam #2
10/28	• Week 10 (Oct. 28-Nov. 1): Papers Due - October 28 (Tuesday) Chapter 10-Ethics of Criminal Justice Today: What is Being Done and What Can Be Done? Chapter 11-Ethics and Police		Paper Due
11/4	• Week 11 (Nov. 3-Nov. 8): Chapter 11- Ethics and Police Chapter 12-Ethics and Corrections (Prisons)		
11/11	• Week 12 (Nov. 10-Nov. 15): Chapter 12- Ethics and Corrections (Prisons) Chapter 13-Ethics of Probation and Parole Study Chapters 10-13 for Exam #3		
11/18	• Week 13 (Nov. 18-Nov. 22): EXAM #3- November 18 (Tuesday)		Exam #3



11/25	• Week 14 (Nov. 24-Nov. 28): Ethical Issues in our Local and State Criminal Justice Agencies Study Chapters 1-13 for Final Exam	
12/2	• December 2- Last Class Day Study Chapters 1-13 for Final Exam	
12/9	• FINAL EXAM – DECEMBER 9 (Tuesday) at 6:00 p.m. Final Exam Assessment over Chapter 1 thru 13, Additional Readings/ Videos, and Class Lectures.	Final Exam

University/College Policies

Please see the University Policies below.

COVID-19 Related Policies

If you have tested positive for COVID-19, please refer to the Student Handbook, Appendix A (Attendance Rule) for instructions.

Required Class Attendance

Students are expected to attend every class in person (or virtually, if the class is online) and to complete all assignments. If you cannot attend class, it is your responsibility to communicate absences with your professors. The faculty member will decide if your excuse is valid and thus may provide lecture materials of the class. According to University policy, acceptable reasons for an absence, which cannot affect a student's grade, include:

- Participation in an authorized University activity.
- Death or major illness in a student's immediate family.
- Illness of a dependent family member.
- Participation in legal proceedings or administrative procedures that require a student's presence.
- Religious holy day.
- Illness that is too severe or contagious for the student to attend class.
- Required participation in military duties.
- Mandatory admission interviews for professional or graduate school which cannot be rescheduled.

Students are responsible for providing satisfactory evidence to faculty members within seven calendar days of their absence and return to class. They must substantiate the reason for the absence. If the absence is excused, faculty members must either provide students with the opportunity to make up the exam or other work missed, or provide a satisfactory alternative to complete the exam or other work missed within 30 calendar days from the date of absence. Students who miss class due to a University-sponsored activity are responsible for identifying their absences to their instructors with as much advance notice as possible.

Classroom Behavior (applies to online or Face-to-Face Classes)

TAMU encourages classroom discussion and academic debate as an essential intellectual activity. It is essential that students learn to express and defend their beliefs, but it is also essential that they learn to listen and respond respectfully to others whose beliefs they may not share. The University will always tolerate different, unorthodox, and unpopular points of view, but it will not tolerate condescending or insulting remarks. When students verbally abuse or ridicule and intimidate others whose views they do not agree with, they subvert the free exchange of ideas that should characterize a university classroom. If their actions are deemed by the professor to be disruptive, they will be subject to appropriate disciplinary action (please refer to Student Handbook Article 4).

TAMU Honor Code: Plagiarism and Cheating

As a TAMU student, you are bound by the TAMU Honor Code to conduct yourself ethically in all your activities as a TAMU student and to report violations of the Honor Code. Please read carefully the Student Handbook Article 7 and Article 10 available at <https://www.tamtu.edu/scce/studenthandbook.shtml> (<https://www.tamtu.edu/scce/studenthandbook.shtml>).

We are committed to strict enforcement of the Honor Code. Violations of the Honor Code tend to involve claiming work that is not one's own, most commonly plagiarism in written assignments and any form of cheating on exams and other types of assignments.

Plagiarism is the presentation of someone else's work as your own. It occurs when you:

1. Borrow someone else's facts, ideas, or opinions and put them entirely in your own words. You must acknowledge that these thoughts are not your own by immediately citing the source in your paper. Failure to do this is plagiarism.
2. Borrow someone else's words (short phrases, clauses, or sentences), you must enclose the copied words in quotation marks as well as citing the source. Failure to do this is plagiarism.
3. Present someone else's paper or exam (stolen, borrowed, or bought) as your own. You have committed a clearly intentional form of intellectual theft and have put your academic future in jeopardy. This is the worst form of plagiarism.

Here is another explanation from the 2020, seventh edition of the Manual of The American Psychological Association (APA):

"Plagiarism is the act of presenting the words, idea, or images of another as your own; it denies authors or creators of content the credit they are due. Whether deliberate or unintentional, plagiarism violates ethical standards in scholarship" (p. 254). This same principle applies to the illicit use of AI.

Plagiarism: Researchers do not claim the words and ideas of another as their own; they give credit where credit is due. Quotations marks should be used to indicate the exact words of another. Each time you paraphrase another author (i.e., summarize a passage or rearrange the order of a sentence and change some of the words), you need to credit the source in the text. The key element of this principle is that authors do not present the work of another as if it were their own words. This can extend to ideas as well as written words. If authors model a study after one done by someone else, the originating author should be given credit. If the rationale for a study was suggested in the discussion section of someone else's article, the person should be given credit. Given the free exchange of ideas, which is very important for the health of intellectual discourse, authors may not know where an idea for a study originated. If authors do know, however, they should acknowledge the source; this includes personal communications (p. 11). For guidance on proper documentation, consult the Academic Success Center or a recommended guide to documentation and research such as the Manual of the APA or the MLA Handbook for Writers of Research Papers. If you still have doubts concerning proper documentation, seek advice from your instructor prior to submitting a final draft.

TAMIU has penalties for plagiarism and cheating.

- **Penalties for Plagiarism:** Should a faculty member discover that a student has committed plagiarism, the student should receive a grade of 'F' in that course and the matter will be referred to the Honor Council for possible disciplinary action. The faculty member, however, may elect to give freshmen and sophomore students a "zero" for the assignment and to allow them to revise the assignment up to a grade of "F" (50%) if they believe that the student plagiarized out of ignorance or carelessness and not out of an attempt to deceive in order to earn an unmerited grade; the instructor must still report the offense to the Honor Council. This option should not be available to juniors, seniors, or graduate students, who cannot reasonably claim ignorance of documentation rules as an excuse. For repeat offenders in undergraduate courses or for an offender in any graduate course, the penalty for plagiarism is likely to include suspension or expulsion from the university.
 - **Caution:** Be very careful what you upload to Turnitin or send to your professor for evaluation. Whatever you upload for evaluation will be considered your final, approved draft. If it is plagiarized, you will be held responsible. The excuse that "it was only a draft" will not be accepted.
 - **Caution:** Also, do not share your electronic files with others. If you do, you are responsible for the possible consequences. If another student takes your file of a paper and changes the name to his or her name and submits it and you also submit the paper, we will hold both of you responsible for plagiarism. It is impossible for us to know with certainty who wrote the paper and who stole it. And, of course, we cannot know if there was collusion between you and the other student in the matter.
- **Penalties for Cheating:** Should a faculty member discover a student cheating on an exam or quiz or other class project, the student should receive a "zero" for the assignment and not be allowed to make the assignment up. The incident should be reported to the chair of the department and to the Honor Council. If the cheating is extensive, however, or if the assignment constitutes a major grade for the course (e.g., a final exam), or if the student has cheated in the past, the student should receive an "F" in the course, and the matter should be referred to the Honor Council. Additional penalties, including suspension or expulsion from the university may be imposed. Under no circumstances should a student who deserves an "F" in the course be allowed to withdraw from the course with a "W."
 - **Caution:** Chat groups that start off as "study groups" can easily devolve into "cheating groups." Be very careful not to join or remain any chat group if it begins to discuss specific information about exams or assignments that are meant to require individual work. If you are a member of such a group and it begins to cheat, you will be held responsible along with all the other members of the group. The TAMIU Honor Code requires that you report any such instances of cheating.
- **Student Right of Appeal:** Faculty will notify students immediately via the student's TAMIU e-mail account that they have submitted plagiarized work. Students have the right to appeal a faculty member's charge of academic dishonesty by notifying the TAMIU Honor Council of their intent to appeal as long as the notification of appeal comes within 10 business days of the faculty member's e-mail message to the student and/or the Office of Student Conduct and Community Engagement. The Student Handbook provides more details.

Use of Work in Two or More Courses

You may not submit work completed in one course for a grade in a second course unless you receive explicit permission to do so by the instructor of the second course. In general, you should get credit for a work product only once.

AI Policies

Your instructor will provide you with their personal policy on the use of AI in the classroom setting and associated coursework.

TAMU E-Mail and SafeZone

Personal Announcements sent to students through TAMU E-mail (tamiu.edu or dusty email) are the official means of communicating course and university business with students and faculty –not the U.S. Mail and no other e-mail addresses. Students and faculty must check their TAMU e-mail accounts regularly, if not daily. Not having seen an important TAMU e-mail or message from a faculty member, chair, or dean is not accepted as an excuse for failure to take important action.

Students, faculty, and staff are encouraged to download the SafeZone app, which is a free mobile app for all University faculty, staff, and students. SafeZone allows you to: report safety concerns (24/7), get connected with mental health professionals, activate location sharing with authorities, and anonymously report incidents. Go to <https://www.tamiu.edu/adminis/police/safezone/index.shtml> for more information.

Copyright Restrictions

The Copyright Act of 1976 grants to copyright owners the exclusive right to reproduce their works and distribute copies of their work. Works that receive copyright protection include published works such as a textbook. Copying a textbook without permission from the owner of the copyright may constitute copyright infringement. Civil and criminal penalties may be assessed for copyright infringement. Civil penalties include damages up to \$100,000; criminal penalties include a fine up to \$250,000 and imprisonment. Copyright laws do not allow students and professors to make photocopies of copyrighted materials, but you may copy a limited portion of a work, such as article from a journal or a chapter from a book for your own personal academic use or, in the case of a professor, for personal, limited classroom use. In general, the extent of your copying should not suggest that the purpose or the effect of your copying is to avoid paying for the materials. And, of course, you may not sell these copies for a profit. Thus, students who copy textbooks to avoid buying them or professors who provide photocopies of textbooks to enable students to save money are violating the law.

Students with Disabilities

Texas A&M International University seeks to provide reasonable accommodations for all qualified persons with disabilities. This University will adhere to all applicable federal, state, and local laws, regulations and guidelines with respect to providing reasonable accommodations as required to afford equal education opportunity. It is the student's responsibility to register with the Office of Student Counseling and Disability Services located in Student Center 126. This office will contact the faculty member to recommend specific, reasonable accommodations. Faculty are prohibited from making accommodations based solely on communications from students. They may make accommodations only when provided documentation by the Student Counseling and Disability Services office.

Student Attendance and Leave of Absence (LOA) Policy

As part of our efforts to assist and encourage all students towards graduation, TAMU provides LOA's for students, including pregnant/parenting students, in accordance with the Attendance Rule (Section 3.07) and the Student LOA Rule (Section 3.08), which includes the "Leave of Absence Request" form. Both rules can be found in the TAMU Student Handbook (URL: <http://www.tamiu.edu/studentaffairs/StudentHandbook1.shtml> (<http://www.tamiu.edu/studentaffairs/StudentHandbook1.shtml/>)).

Pregnant and Parenting Students

Under Title IX of the Education Amendments of 1972, harassment based on sex, including harassment because of pregnancy or related conditions, is prohibited. A pregnant/parenting student must be granted an absence for as long as the student's physician deems the absence medically necessary. It is a violation of Title IX to ask for documentation relative to the pregnant/parenting student's status beyond what would be required for other medical conditions. If a student would like to file a complaint for discrimination due to his or her pregnant/parenting status, please contact the TAMU Title IX Coordinator (Lorissa M. Cortez, 5201 University Boulevard, KLM 159B, Laredo, TX 78041, TitleIX@tamiu.edu, 956.326.2857) and/or the Office of Civil Rights (Dallas Office, U.S. Department of Education, 1999 Bryan Street, Suite 1620, Dallas, TX 75201-6810, 214.661.9600). You can also report it on TAMU's anonymous electronic reporting site: <https://www.tamiu.edu/reportit> (<https://www.tamiu.edu/reportit/>).

TAMU advises a pregnant/parenting student to notify their professor once the student is aware that accommodations for such will be necessary. It is recommended that the student and professor develop a reasonable plan for the student's completion of missed coursework or assignments. The Office of Equal Opportunity and Diversity (Lorissa M. Cortez, lorissam.cortez@tamiu.edu) can assist the student and professor in working out the reasonable accommodations. For other questions or concerns regarding Title IX compliance related to pregnant/parenting students at the University, contact the Title IX Coordinator. In the event that a student will need a leave of absence for a substantial period of time, TAMU urges the student to consider a Leave of Absence (LOA) as outlined in the TAMU Student Handbook. As part of our efforts to assist and encourage all students towards graduation, TAMU provides LOA's for students, including pregnant/parenting students, in accordance with the Attendance Rule and the Student LOA Rule. Both rules can be found in the TAMU Student Handbook (<https://www.tamiu.edu/scce/studenthandbook.shtml> (<https://www.tamiu.edu/scce/studenthandbook.shtml/>)).

Anti-Discrimination/Title IX

TAMU does not discriminate or permit harassment against any individual on the basis of race, color, sex, religion, national origin, age, disability, genetic information, veteran status, educational programs, or employment. If you would like to file a complaint relative to Title IX or any civil rights violation, please contact the TAMU Director of Equal Opportunity and Diversity/Title IX Coordinator, Lorissa M. Cortez, 5201 University Boulevard, Killam Library 159B, Laredo, TX 78041, TitleIX@tamiu.edu, 956.326.2857, via the anonymous electronic reporting website, ReportIt, at <https://www.tamiu.edu/reportit/>.



www.tamui.edu/reportit (<https://www.tamui.edu/reportit/>), and/or the Office of Civil Rights (Dallas Office), U.S. Department of Education, 1999 Bryan Street, Suite 1620, Dallas, TX 75201-6810, 214.661.9600.

Incompletes

Students who are unable to complete a course should withdraw from the course before the final date for withdrawal and receive a “W.” To qualify for an “incomplete” and thus have the opportunity to complete the course at a later date, a student must meet the following criteria:

1. The student must have completed 90% of the course work assigned before the final date for withdrawing from a course with a “W”, and the student must be passing the course;
2. The student cannot complete the course because an accident, an illness, or a traumatic personal or family event occurred after the final date for withdrawal from a course;
3. The student must sign an “Incomplete Grade Contract” and secure signatures of approval from the professor and the college dean.
4. The student must agree to complete the missing course work before the end of the next long semester; failure to meet this deadline will cause the “I” to automatically be converted to an “F”; extensions to this deadline may be granted by the dean of the college. This is the general policy regarding the circumstances under which an “incomplete” may be granted, but under exceptional circumstances, a student may receive an incomplete who does not meet all of the criteria above if the faculty member, department chair, and dean recommend it.

WIN Contracts

The Department of Biology and Chemistry does not permit WIN contracts. For other departments within the college, WIN Contracts are offered only under exceptional circumstances and are limited to graduating seniors. Only courses offered by full-time TAMIU faculty or TAMIU instructors are eligible to be contracted for the WIN requirement. However, a WIN contract for a course taught by an adjunct may be approved, with special permission from the department chair and dean. Students must seek approval before beginning any work for the WIN Contract. No student will contract more than one course per semester. Summer WIN Contracts must continue through both summer sessions.

Student Responsibility for Dropping a Course

It is the responsibility of the student to drop the course before the final date for withdrawal from a course. Faculty members, in fact, may not drop a student from a course without getting the approval of their department chair and dean.

Independent Study Course

Independent Study (IS) courses are offered only under exceptional circumstances. Required courses intended to build academic skills may not be taken as IS (e.g., clinical supervision and internships). No student will take more than one IS course per semester. Moreover, IS courses are limited to seniors and graduate students. Summer IS course must continue through both summer sessions.

Grade Changes & Appeals

Faculty are authorized to change final grades only when they have committed a computational error or an error in recording a grade, and they must receive the approval of their department chairs and the dean to change the grade. As part of that approval, they must attach a detailed explanation of the reason for the mistake. Only in rare cases would another reason be entertained as legitimate for a grade change. A student who is unhappy with his or her grade on an assignment must discuss the situation with the faculty member teaching the course. If students believe that they have been graded unfairly, they have the right to appeal the grade using a grade appeal process in the Student Handbook and in the Faculty Handbook.

Final Examination

All courses in all colleges must include a comprehensive exam or performance and be given on the date and time specified by the Academic Calendar and the Final Exam schedule published by the Registrar’s Office. In the College of Arts & Sciences all final exams must contain a written component. The written component should comprise at least 20% of the final exam grade. Exceptions to this policy must receive the approval of the department chair and the dean at the beginning of the semester.

Mental Health and Well-Being

The university aims to provide students with essential knowledge and tools to understand and support mental health. As part of our commitment to your well-being, we offer access to Telus Health, a service available 24/7/365 via chat, phone, or webinar. Scan the QR code to download the app and explore the resources available to you for guidance and support whenever you need it. The Telus app is available to download directly from TELUS ([tamui.edu](https://www.tamui.edu)) (<https://www.tamui.edu/counseling/telus/>) or from the Apple App Store and Google Play.