



ENGL 2323 - British Lit: Romanticism-Present: British Lit: Romanticism-Present-WIN

Fall 2025 Syllabus, Section 102, CRN 16110

Instructor Information

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Office: AIC 318

Office Hours:

TR 10:30-11:30 am

and by appointment

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Times and Location

TR 11:40am-1pm in Bullock Hall 205

Course Description

A study of important poetry and prose in Britain and the Commonwealth from the end of the 18th century to the present day. Prerequisite: ENGL 1301 with a grade of "C" or better.

Humanities Department, College of Arts & Sciences

WIN-Designation

This course is designated as a writing-intensive (WIN) course. In this course, writing will not only be the subject of study, but it will also serve as a method of learning. Students will learn how communication in written, oral, and visual forms change according to purpose and genre. Brainstorming, drafting, revising, and peer-workshopping are integrated into the course curriculum and are the required components of this writing-intensive course. The final Research Paper is the designated assignment for WIN assessment.

Additional Course Information

This course serves as an introduction and survey of a variety of authors, topics, themes, historical periods, and literary movements in British literature from the end of the 18th century through the end of the 20th century. We will be reading examples from a range of forms and genres including fiction, poetry, and even film. Throughout the course, we will have opportunities to engage with political and social issues. The goal of the course is not only to familiarize you with the practice of literary study and in the skills required to write about and discuss literature, but also to give you a working knowledge of British literary history of the past two hundred years.

AI (Artificial Intelligence): the use of AI without professor permission to complete graded assignments will be considered an attempt to cheat and will be reported as an incident involving academic dishonesty. This includes partial use of AI (i.e. if you write the first two pages and use AI to write the last two pages; or if you include paragraphs throughout the paper that are written by AI; or if you use AI and then edit it to look less like AI and more like your own writing). AI use will be treated *exactly like plagiarism* in this course. Note that this does not only apply to final drafts of papers but to any graded assignments connected to the class. Be careful what software you use: certain apps/ programs, like Grammarly, do not bill themselves as AI software but incorporate AI tools, and thus may be detected as such when your professor checks your work. The only situation in which AI use is permissible in this course is if your professor gives you direct permission, such as when doing an activity for which AI is encouraged.



Preparation: Students must come to class prepared with pen, paper, and textbooks. Some readings, especially in the first unit of the course, are available on Blackboard—when one of these is assigned, students are expected to bring in *****printed***** copies to class. Students should finish reading assignments *before class begins* and be prepared for class discussion (the participation portion of the grade directly reflects this).

Academic Honesty: Plagiarism will not be tolerated. Consistent with College of Arts & Science Policy, you will receive a non-negotiable “F” for the assignment if you plagiarize or otherwise cheat and you will be reported to the Honor Council for possible disciplinary action. Note that cheating on quizzes or exams is also a violation of the university’s academic honesty policies and that self-plagiarism (i.e. submitting the same work in more than one course) is also a violation of these policies. **IMPORTANT NOTE:** self-plagiarism (i.e. submitting the same work for more than one course without the explicit, written permission of the professor to whom you are submitting the work) is considered to be a serious form of plagiarism that will result in an “F” on the assignment just like other forms of plagiarism and may be reported to the honor council.

Attendance: This course adheres to the official attendance policies of COAS (see policies below). Failure to attend class will adversely affect your participation grade (see those guidelines under the Participation topic in the grade breakdown).

Make-Up Quizzes: I do not allow make-ups for assignments, participation activities, and quizzes missed because of unexcused absences.

Lateness: This course relies on active participation and the presence of all participants in order to function. Students should be punctual. A student who is more than 25 minutes late to class will be marked absent for the day. Leaving the class early without a valid excuse will count as an absence.

Program Learning Outcomes

1. Critical Thinking Skills: includes creative thinking, innovation, inquiry, and analysis, evaluation, and synthesis of information.
2. Communication Skills: includes effective written, oral, and visual communication.
3. Teamwork: includes the ability to consider different points of view and to work effectively with others to support a shared purpose or goal.
4. Personal Responsibility: includes the ability to connect choices, actions, and consequences to ethical decision making.

Student Learning Outcomes

1. Identify major and minor works in British Literature from the Romantic Period through the present.
2. Analyze the cultural, social, and historical aspects of literary texts.
3. Perform close readings of literary texts.
4. Make connections among literary periods, writers, writings, and themes.
5. Compose essays and short responses that effectively address purpose, style, and content. (This includes: clear focus, structurally unified development of ideas, appropriate rhetorical style and visual style, correct use of Standard American Academic English, and appropriate and ethical use of sources.)

Important Dates

Visit the Academic Calendar ([tamui.edu](https://www.tamui.edu/academiccalendar/)) (<https://www.tamui.edu/academiccalendar/>) page to view the term’s important dates.

Textbooks

Group	Title	Author	ISBN
Required	Norton Anthology of English Literature, Eleventh Edition, Package 2		978-1324072812
Required	Occasionally, you will have PDFs assigned on Blackboard		

Grading Criteria

GRADE	PERCENTAGE
A	90-100
B	80-89.9
C	70-79.9



D	60-69.9
F	Below 60

Grade Breakdown and Explanations

Participation - 10%

Quizzes - 15%

Essays - 30%

Drafts/Peer Review / Ace 5%

Midterm Exam - 20%

Final Exam - 20%

Participation - 10% You will be given a participation grade every two weeks, with a total of 80 points per two weeks. You must actively contribute to pair, group, and class discussions by both asking and answering questions. All students are expected to attend every day and arrive on time. If you arrive 10 minutes late for class or leave 10 minutes early, regularly enter and leave the room or use your electronic devices (cellphones, tablets) while class is in session, your participation grade will be adversely affected.

However, you will not be penalized for absences due to participation in authorized university-related activities, if documented in writing on letterhead from a coach, director, or other faculty member in charge and provided in advance of the absences. If you must miss class for an authorized university activity, you will be given the opportunity to make up class assignments or other graded work. It is the responsibility of the student to make arrangements—prior to the absence—for making up missed work.

This system is designed to where if you have a "bad day" and miss a class, it will not have a major impact on your participation score. If you have chronic absences, it will.

Quizzes - 15% There will be often be quizzes on the readings. It is imperative to keep up with the classroom readings so that you are prepared for the quizzes. During a quiz, you **MUST** put your phones, tablets, and computers away. Even having a phone on your desk during a quiz is grounds for a zero. They cannot be made up if you do not have an unexcused absence. If you have a documented excused absence, you will receive an exemption.

Essay 1 - 15% Formal literary analysis. You will write a 4-5 page essay that involves a close reading of one of the texts of your choosing. You will be required to submit a first draft (which will be as close to your final revision as possible) and a final submission. The draft must be peer reviewed and the final also looked at by ACE - the peer review and ACE visit will be part of the grade breakdown (see below). The essay will need sources and be written in MLA format. Rubrics will be posted in Blackboard.

Essay 2 - 15% Contextual Argument. You will write a 4-5 page essay that involves one or more texts to make an argument. Like Essay 1, you will be required to submit a draft, have it peer reviewed, and proofread by ACE. The essay will need sources and be written in MLA format. Rubrics will be posted in Blackboard.

Drafts, Peer Review and ACE - 5% As explained above, your essays will need a first draft, which you will receive credit for. You will also receive credit for filling out a peer review worksheet for one of your classmates. Finally, after your draft is reviewed, you will visit ACE for final reviewing.

Midterm Exam - 20% You will have a Midterm Exam which will be comprised of short answer questions, essay questions, multiple choice and fill in the blank. As per the same policy as quizzes, phones must be put away.

Final Exam - 20% You will have a Final Exam which will be comprised of short answer questions, essay questions, multiple choice and fill in the blank. As per the same policy as quizzes, phones must be put away.

Schedule of Topics and Assignments

Day	Date	Agenda/Topic	Reading(s)	Due
Tue	8/26	First Day of Class Introduction to Syllabus and Material Personal Introductions		



Thu	8/28	Poetic Vision Start of Unit I	Romanticism Blake Songs of Innocence and Experience p.D 123-D141 (Introduction p. 124, The Lamb p. 126, The Chimney Sweeper p127, Holy Thursday. Introduction 131, Holy Thursday 133, The Chimney Sweeper, The Sick Rose, The Tyger 135 (Pay special attention to the fact that there are two poems in with the same title, but content differs between Songs of Innocence vs. Songs of Experience).
Tue	9/2	The Poetic Revolution	Romanticism Wordsworth Preface to Lyrical Ballads (The Subject and Language of Poetry, What is a Poet, Emotion Recollected in Tranquility) , Lines Composed a Few Miles Above Tintern Abbey, I wandered lonely as a cloud, The world is too much with us,
Thu	9/4	Opium Dreams	Romanticism Coleridge The Rime of the Ancient Mariner, The Pains of Sleep, Kubla Khan; Thomas de Quincey Confessions of an Opium-Eater
Tue	9/9	Romanticism	Byron Written After Swimming from Sestos to Abydos D-634-5, She Walks in Beauty D-635-40 Keats Bright Star D-963, Ode to a Nightingale D-969
Thu	9/11	Romanticism	Burns To a Mouse D-171-174 Charlotte Smith From Elegiac Sonnets D-76-79
Tue	9/16	Slavery and Abolition	William Cobbett D 552-554 Olaudah Equiano The Interesting Narrative of the Life of Olaudah Equiano D-542-549 The History of Mary Prince, A West Indian Slave, Related by Herself D-563-569
Thu	9/18	Victorian	The Victorian Age Lecture
Tue	9/23	Victorian	Emily Bronte Excerpts from Wuthering Heights (in Blackboard) and I'm happiest when most away E-457
Thu	9/25	Victorian Women	Excerpts from Charlotte Bronte's Jane Eyre (in Blackboard) Caroline Norton From A Letter to the Queen...E-520-21
Tue	9/30	Victorian	Oscar Wilde The Importance of Being Earnest and Lord Arthur Savile's Crime
Thu	10/2		Wilde contd. Alfred Lord Tennyson Ulysses E-218-219 (be working on essay 1 since draft is due Oct 9)
Tue	10/7	Midterm Exam	Midterm Exam
Thu	10/9	Writing	Writing Session
Tue	10/14	Draft and Peer Review	Draft and Peer Review: Bring a HARD COPY to class.
Thu	10/16	Victorian	Tennyson Ulysses E-218-219
Tue	10/21	Final Revision Essay 1 Modernism	Modernism/PostModernism Lecture Essay 1
Thu	10/23	Modernism	Thomas Hardy On the Western Circuit F-36-52 The Darkling Thrush 53
Tue	10/28	Modernism	Oct 28 Modernism F.S. Flint, T.E. Hulme and Ezra Pound Imagisme , A Few Don'ts by an Imagiste, selected poems F-197-203 James Joyce Araby and Clay F-413-422



Thu	10/30	Modernism	Oct 30 Modernism Joyce Ulysses F-452-458 Virginia Woolf The Mark on the Wall F-278-282 A Room of One's Own F-398-406	
Tue	11/4	Modernism	DH Lawrence TBA	
Thu	11/6	Modernism	TS Eliot & Yeats TBA	
Tue	11/11	Post Modernism Theater of the Absurd	Beckett Waiting for Godot	
Thu	11/13	Theater of the Absurd	Beckett Contd.	
Tue	11/18	Postcolonial Voices	Postcolonial Readings TBA	
Thu	11/20	Post Colonial Voices	Postcolonial Readings TBA	
Tue	11/25		Writing Session	
Thu	11/27	No Class		
Tue	12/2	Last Day of Class	Draft and Peer Review Dec 2, Final paper Dec 6	Draft & Peer Review Final paper Dec 6 11:59 pm
Tue	12/9	Final Exam	From 11:40-1:40	Final Exam

Core Curriculum Learning Outcomes

Core-Curriculum Learning Outcomes:

1. **Critical Thinking Skills (CT)** - creative thinking, innovation, inquiry, and analysis, evaluation and synthesis of information
2. **Communication Skills (COM)** - effective development, interpretation and expression of ideas through written, oral and visual communication
3. **Empirical and Quantitative Skills (EQS)** - manipulation and analysis of numerical data or observable facts resulting in informed conclusions
4. **Teamwork (TW)** - ability to consider different points of view and to work effectively with others to support a shared purpose or goal
5. **Social Responsibility (SR)** - intercultural competence, knowledge of civic responsibility, and the ability to engage effectively in regional, national, and global communities
6. **Personal Responsibility (PR)** - ability to connect choices, actions and consequences to ethical decision-making

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 Student Handbook (<https://www.tamui.edu/handbook/index.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.

TAMU 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.

TAMIU E-Mail and SafeZone

Personal Announcements sent to students through TAMIU 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 TAMIU e-mail accounts regularly, if not daily. Not having seen an important TAMIU 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 SafeZone (<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, TAMIU 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 TAMIU Student Handbook (URL: Student Handbook (<https://www.tamiu.edu/handbook/index.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 TAMIU 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 TAMIU's anonymous electronic reporting site: Report It! (<https://www.tamiu.edu/reportit/>).

TAMIU 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, TAMIU urges the student to consider a Leave of Absence (LOA) as outlined in the TAMIU Student Handbook. As part of our efforts to assist and encourage all students towards graduation, TAMIU 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 TAMIU Student Handbook (Student Handbook (<https://www.tamiu.edu/handbook/index.shtml>)).

Anti-Discrimination/Title IX

TAMIU 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 TAMIU 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 (<https://www.tamiu.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 (tamiu.edu) (<https://www.tamiu.edu/counseling/telus/>) or from the Apple App Store and Google Play.