TIME SCHEDULE

Students have twenty (20) weeks to complete the course, four more than a regular semester. Therefore, absolutely NO EXTENSIONS can be given beyond the twenty weeks. If students delay their work then find themselves in some unavoidable emergency which prevents successful completion of the course, they will have to re-enroll in order to complete the course. The instructor will allow those students who re-enroll to count the grades earned during the previous enrollment. STUDENTS SHOULD NOT ENROLL IN THE AIM PROGRAM UNTIL THEY ARE READY TO BEGIN THEIR WORK.

THE INSTRUCTOR WILL NOT WITHDRAW STUDENTS WHO DO NOT FINISH THE COURSE!!

CAMPUS VISITS

Required:  
(a) To submit work and pick up graded paragraphs, essays, and exercises.  
(b) To take the timed paragraph tests and the final examination/exit test.

Optional:  
(a) To have conferences with the instructor.  
(b) To attend the English Skills Center.  
(c) To work on the ALLWRTTE! Software program in the Academic Computing Center.

GRADE DETERMINATION

Students are required to pass the final examination/exit test with 60% or better. In addition, the student’s final grade will be computed as follows:

AIM Manual & Textbook Activities 25%  
Timed Paragraph Tests 25%  
The Essay 20%  
*Final Examination/Exit Test 30%

In order to exit ENC 0020, students must have a minimum class average of 70% AND a minimum score of 60% on the exit test.

* Students who do not make the minimum passing score of 60% on the exit test WILL NOT pass the course! Before students can take the final exam, they must complete and turn in ALL AIM assignments.