

Grand Canyon University
Classroom Policies - Student Expectations and Faculty Commitment

Attendance: Grand Canyon University requires online students to attend courses every week, marked by activity in the online classroom. An online week for graduate students is Thursday through Wednesday. Students are not permitted to be out of attendance more than two consecutive, online weeks. An administrative withdrawal will be processed should a student be out of attendance for more than two consecutive, online weeks.

Discussion Questions and Participation: Participating in classroom discussion is paramount to the learning experience. Participating in the weekly discussions allows students and instructors to share experiences, investigate complicated subject matter, share expertise, and examine the content from new perspectives. Most classes have 2 discussion questions due each week. Students must post their initial response to the 1st discussion question by Day 3, and the 2nd discussion question by Day 5 of each week. In the event the course week has more or less than 2 discussion questions due, please follow the due dates provided by the instructor. The initial response to the discussion question earns a distinct grade and subsequent participation in the discussion earns a distinct grade. Participation can only be earned by posting substantive, quality messages to fellow classmates and the instructor in the Main forum of the classroom.

Course Level	# Required Days	# Required Substantive Posts Each Day
Graduate	3	1

- Follow-up responses to classmate's initial DQs that integrate course theories with a practical application of the subject, perhaps offering a personal observation or experience, or referencing real-world examples, current events, or presenting further research you have conducted on the topic.
- Interaction in classroom discussion that demonstrates deeper or broader thoughts about a topic, rather than just rephrasing what the textbook has presented on the topic.
- Posts that encourage further discussion and ongoing dialogue with other students and the instructor in the class.
- Asking additional, relevant questions about the week's topic.
- Communications that are presented in a professional and supportive manner, and with respectful tone.

Late Policy:

- All assignments are due by midnight Arizona time on the due dates indicated.
- Assignments posted after the indicated due dates will be subject to a loss of 10% of the available points for each day late.
- Technical issues are not valid excuses for late work unless the problem stems from GCU servers.
- No assignment can be accepted for grading after 11:59pm on the final day of class.

Assignment Submission:

- All assignments should be submitted as Word documents with extensions of .doc or .docx unless otherwise indicated in the assignment description.
- Upon the first submission of an assignment, it will automatically be sent to the Turn It In (TII) system. Upon receipt of the TII report, students should make any necessary changes and then submit the final version to the instructor for grading.

Faculty Commitment:

- Post hours of availability as well as email and phone contact information in the Faculty Profile.
- Actively engage in the discussion forum 4 days each online week.
- Do not be absent from the classroom for 2 consecutive days.
- Answer all student questions within 24 hours.
- Provide written assignment feedback within 7 days of receiving the assignment. Feedback must address the areas in which the student did well in addition to those areas in which the student has opportunities for improvement.