



Course Syllabus Template (2026)

Course Information

- College/School
- Department
- Course Title, Number, Section, Credit Hours
- Semester/Year
- Meeting Days, Times, Location (or Online/Hybrid)

Instructor Information

- Name, Title
- Office Location & Hours
- Email (preferred contact)
- Phone
- Include communication policy and expectations for responses, etc.

Course Description

Provide the official catalog description, prerequisites/co-requisites, and a brief statement explaining the purpose of the course, expected student engagement, and its role within the curriculum.

Course Learning Outcomes

By the end of the course, students will be able to do the following:

- Describe and explain key concepts.
- Analyze and apply course principles.
- Demonstrate required skills through assignments and projects.
- Communicate findings effectively.
- Evaluate issues using critical thinking and ethical reasoning.

Required Materials

List required textbook(s), readings, software, online resources, style guide, and other instructional materials.

Instructional Methods

Learning activities may include

- Lectures
- Discussions
- Group work
- Case studies
- Labs/field experiences (if applicable)
- Blackboard activities
- Multimedia presentations
- Independent assignments

Assessment & Grading

Assessment Methods

Grades may include quizzes, exams, papers, presentations, projects, discussions, labs, and participation. Rubrics will be provided for major assignments.

Grading

Include the following:

- Grade distribution/weights
- Grading scale
- Extra credit policy (if any)
- Late work policy
- Make-up work/exam policy
- Assignment submission procedures
- Attendance/participation impact on grades
- Incomplete grade policy (per University policy)

Attendance

Students are expected to attend and actively participate in all class meetings. Attendance requirements, excused absences, online participation expectations, and final exam absence procedures follow current University attendance policies. Excessive absences may affect the final grade.

Academic Integrity & Classroom Expectations

Students must comply with the University's Academic Integrity Policy and Code of Student Conduct. Academic misconduct includes plagiarism, cheating, unauthorized collaboration, and misuse of academic materials.

Students are also expected to do the following:

- Arrive on time.
- Participate respectfully.
- Use electronic devices appropriately.
- Follow classroom and online etiquette.
- Complete original work.

Artificial Intelligence (AI)

Generative AI may be used only as permitted by the instructor. Any AI-assisted work must be properly disclosed and cited. Unauthorized or undisclosed AI use may constitute academic misconduct.

Communication

Students should communicate using their NSU email account. Instructor responses are generally provided within **48 hours** during business days.

Blackboard & Technology

Students are responsible for the following:

- Regularly checking Blackboard and NSU email.
- Maintaining reliable internet access and a supported computer.
- Monitoring announcements, assignments, and grades.
- Contacting Blackboard/IT support for technical issues.

- For additional information regarding Blackboard, visit <https://www.nsu.edu/nsuonline/blackboard>

Online Communication

Maintain professional online conduct:

- Be respectful.
- Stay on topic.
- Use professional language.
- Cite sources appropriately.
- Respect differing viewpoints.

Class Recordings

Course recordings are intended only for enrolled students. Recording or distributing course content without permission is prohibited.

Inclement Weather

During University closures, instruction will continue through Blackboard whenever possible. Review campus announcements and the NSU Alert System.

Accessibility

In accordance with Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990, reasonable accommodations are provided to ensure that students with disabilities and other qualifying diagnoses have equal access to educational opportunities and the ability to demonstrate their full academic potential. Students seeking academic accommodations are encouraged to contact Accessibility Services for more information and assistance.

Accessibility Services is located in the James A. Bowser Building, Suite 121.

Phone: (757) 823-8325

Fax: (757) 823-2640

Email: accessibilityservices@nsu.edu

Student Support Resources

Students are encouraged to utilize the following resources:

- Academic advising
- Tutoring and writing support
- Library resources
- Career Services
- Counseling Center
- TimelyCare
- Veteran and Military Services
- Student Success Center

University Assessment

Students may be invited to participate in institutional assessment activities. Participation generally does not affect course grades unless otherwise noted.

Course Schedule

Include the following:

- Weekly topics/modules
- Readings
- Assignment due dates
- Exams
- Holidays
- Major project deadlines

Note: The instructor reserves the right to modify the schedule as needed. Students will be notified of any changes in a timely manner.