



Student Success Program South Campus

Some Common Sense for College Course Work

*For each course that you take at Broward Community College (BCC), you ought to be able to answer some fundamental questions about what the instructor expects of you and what you expect of the instructor. We suggest some of these questions below. * It makes good sense for you to ask yourself each of them about each of the courses in which you are enrolled. Can you answer all of them? If you can't, you might want to talk with your instructor about them.*

You should also be aware of your right to an opportunity to evaluate each of your courses and instructors.

1. Do I know the instructor's office location, phone number, and office hours?
2. Do I understand the attendance policy and the rationale for it?
3. Do I have an up-to-date syllabus for the course?
4. Does the syllabus clearly state the instructor's objectives and expectations?
5. Do I have a written announcement of any field trips or other special meetings, especially any that require holiday and/or weekend activity?
6. Do I understand completely the grading criteria for the courses? Do I understand the grading criteria where evaluation may be consider subjective? If not, have I asked for clarification?
7. Do I have each requirement for the course in writing, and do I know the weight each will have in the determination of the final grade?
8. Do I understand the instructor's position on the grade of Incomplete ("I") and on time extensions for papers and/or projects? Is it in writing?
9. Will I have an opportunity to see my graded materials and to discuss my instructor's evaluation of them?
10. Will I know my approximate academic standing in the class before the end of the eighth week of the semester?
11. Do I know the examination schedule and the policy on make-up examinations?

For further information, please contact:

Student Success Coordinator
7200 Pines Blvd.
Building 68, Room 209
FL 33024
954-201-8994/ 954-201-8875