**Human Anatomy and Physiology**

**Mrs. Kunde**

**REQUIRED MATERIALS:**

* Pen and pencil
* 3 ring binder

**WHAT MAKES UP THE GRADE:**

1. **ASSIGNMENTS:** Most of the assignments given can be completed in class if you use your time efficiently. If you don’t finish them in the time given then they will be homework and due the next class period.
2. **QUIZZES**: Periodically throughout the course, we will have short quizzes to assess the information you are learning. Many of the quiz questions will come straight from assignments or questions reviewed in class. Notes are not allowed to be used on quizzes.
3. **TESTS:** At the end of each organ system, there will be a test on the information learned.
4. **NOTEBOOK:** Organization and preparedness are a huge part of classroom success. Every student will keep a NEAT and COMPLETE notebook in class which will include lecture notes, assignments, labs, quizzes and tests. Notebooks will be turned in and graded around the end of each quarter. (You will be turning them in twice). DO NOT THROW ANYTHING AWAY, YOU SAVE EVERYTHING!

**GRADING PERCENTAGES:**

|  |
| --- |
| Over 100%------------------------- A+ 73-76% ----------------------------- C93-100% --------------------------- A 70-72% ----------------------------- C-90-92% ----------------------------- A- 67-69% ----------------------------- D+87-89% ----------------------------- B+ 63-66% ----------------------------- D83-86% ----------------------------- B 60-62% ----------------------------- D-80-82% ----------------------------- B- 59% and below ------------------- F77-79% ----------------------------- C+ |

**WEBSITE: mkunde.weebly.com**

 This website has links to each class that I teach.  Under each class are the units covered as well as notes, Power Points, assignments, labs, and study guides for each unit.  This is your resource page!  If you are ever absent or lose an assignment or your notes, this is where you should go.

**CLASS GUIDELINES:**

1. Be prepared to learn by bringing your notebook and a pen or pencil to class every day.
2. Assignments, labs, and other written work is to be handed in on the date due. Any late assignments will immediately receive a 0% UNLESS you have notified the teacher by filling out the clipboard at the front of the room. Notified assignments will be docked 20% if turned in the next day. It will then drop to 50% for the second day late, and 0% after that. Late assignments can hurt your grade very quickly so be sure to always watch for deadlines.
3. All make up work is YOUR responsibility. After an absence, check with a classmate to get the notes and what assignment was given. You can also ask the teacher about any questions you might have on completing the assignment.
4. Show class-wide respect. This includes not writing on the tables or leaning back on the chairs, listening and participating in teacher discussions, and treating your classmates with polite consideration.
5. Each student will receive two hall passes the semester. Each hall pass not used at the end of the semester will be worth 10 points. Each additional hall pass needed after the first two provided will result in a 50 cent fee. All money will go towards class materials and labs.

**ANY QUESTIONS?**

 I would love to help answer any questions or concerns that you have, so feel free to stop by, or you can email anytime at mkunde@tceagles.com