<<INSTRUCTIONS: COMPLETE TEXT IN GREEN.>>
<<ONCE FINALIZED, CONVERT GREEN TEXT TO BLACK & SAVE AS A PDF.>>

<<COURSE NUMBER: COURSE NAME>> Syllabus

Credit Hours: <<ADD CREDIT HOURS>>

Contact Information

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Phone/Pager</th>
<th>Email</th>
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</thead>
<tbody>
<tr>
<td>&lt;&lt;ADD DIRECTOR NAME&gt;&gt;</td>
<td>Director</td>
<td>&lt;&lt;ADD DIRECTOR PHONE&gt;&gt;</td>
<td>&lt;&lt;ADD DIRECTOR EMAIL&gt;&gt;</td>
</tr>
<tr>
<td>&lt;&lt;ADD COORDINATOR NAME&gt;&gt;</td>
<td>Coordinator</td>
<td>&lt;&lt;ADD COORDINATOR PHONE&gt;&gt;</td>
<td>&lt;&lt;ADD COORDINATOR EMAIL&gt;&gt;</td>
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Course Information

Brief Description of Course
<<ADD PARAGRAPH TO DESCRIBE COURSE>>

Course Objectives
As a result of successfully completing the <<ADD COURSE NAME>>, students will be able to:
1. <<ADD COURSE GOAL>>
2. <<ADD COURSE GOAL>>
3. <<ADD COURSE GOAL>>

Course Format & Schedule

Timeline
<<ADD DATES/TIMES AND HOURS OF WORK PER WEEK>>

Educational and Instructional Modalities

<table>
<thead>
<tr>
<th>Modality</th>
<th>Percentage</th>
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<td>&lt;&lt;ADD MODALITY&gt;&gt;</td>
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Role of the Student in this Course
<<ADD PARAGRAPH TO DESCRIBE THE ROLE OF THE STUDENT>>

Required Textbooks/Readings
<<ADD REQUIRED TEXTBOOKS – LIMIT TO A MANAGEABLE NUMBER>>

Additional Resources
<<ADD ADDITIONAL RESOURCES – LIMIT TO A MANAGEABLE NUMBER OF RESOURCES>>

Assessment & Grading

<table>
<thead>
<tr>
<th>Course Assessments</th>
<th>Weight</th>
<th>Must Pass/Must Complete</th>
<th>Due Date</th>
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<tbody>
<tr>
<td>&lt;&lt;ADD ASSESSMENT&gt;&gt;</td>
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Narrative Assessments
Grading System
Students will receive a final letter grade of PASS (P) or FAIL (F) for this course:

**PASS**: A student who achieves all of the criteria will be assigned a grade of PASS for the course.

**FAIL**: A student who fails to achieve all of the criteria for PASS will be assigned a grade of FAIL for the course.

Criteria to Pass include: <<CLEARLY ARTICULATE CRITERIA IN ORDER TO PASS THIS COURSE>>

<<NOTE: ONLY APPROVED ELECTIVES MAY USE ALTERNATIVE GRADING SCHEME OF HONORS/HIGH PASS/PASS>>
Student Feedback
Providing feedback is an important aspect of your professionalism expectation, and helps with our curriculum quality improvement process. Your elective course director or coordinator will inform you of any course feedback surveys. Surveys must be completed by the due date to demonstrate reliability for the professionalism competency.

Standard Policies
Please refer to the Student Handbook (on the Student Affairs’ website) for these policies:
- Accommodations
- Addressing Sexual Misconduct
- Dress Code
- Examination and Grading Policies
- Grade or Score Appeal
- Professionalism, Roles & Responsibilities
- Mistreatment
- Infectious, Environmental and Bloodborne Pathogen Exposures Policy

Alternate Name and/or Personal Pronoun
Class rosters are provided to the instructor with the student’s legal name as well as ‘Preferred’ first name (if previously entered by you in the Student Profile section of your CIS account). While CIS refers to this as merely a preference, we will honor you by referring to you with the name and pronoun that feels best for you in class, on papers, exams, group projects, etc. Please advise us of any name or pronoun changes (and please update CIS) so we can help create a learning environment in which you, your name, and your pronoun will be respected.

Center for Disability & Access
The School of Medicine seeks to provide equal access to its programs, services and activities for all medical students. The Center for Disability and Access (CDA) provides accommodations and support for the educational development of medical students with disabilities. Medical students with a documented disability, and students seeking to establish the existence of a disability, that would like to request accommodations are required to meet with the CDA to establish accommodations. The CDA will work closely with eligible students and the Academic Success Program to make arrangements for approved accommodations. The School of Medicine and CDA maintain a collegial, cooperative, and collaborative relationship to ensure compliance with federal and state regulations for students with disabilities.

Steven Baumann EdD, School of Medicine Senior Director of Academic Success Program, serves as the liaison between the School Of Medicine and the CDA.

Contact Information:
Dr. Steven Baumann, Senior Director of Academic Success Program

Safety Statement
The University of Utah values the safety of all campus community members. To report suspicious activity or to request a courtesy escort, call campus police at 801-585-COPS (801-585-2677). You will receive important emergency alerts and safety messages regarding campus safety via text message. For more information regarding safety and to view available training resources, including helpful videos, visit safeu.utah.edu.