



Academic Course Policies

(Please see catalog for full range of requirements.)

- 1. Academic Integrity (88-9):** “Written material submitted must be the original work of the student. Academic dishonesty constitutes a serious violation of scholarship standards at Bethel and can result in denial of credit and possible dismissal from the school. Any act that involves misrepresentation regarding the student’s academic work is forbidden. Academic dishonesty includes cheating on assignments or exams, plagiarism, fabrication of research, multiple submissions of work in different courses, misrepresentation of academic records, the facilitation of academic dishonesty, and depriving others of necessary academic resources.”

- 2. Course Papers (90):**

“All assigned course and term papers in all degree programs (with the exception of those in Marriage and Family Studies) are to be submitted in thesis form in conformity with the most recent edition of Kate Turabian’s *A Manual for Writers...* Students submitting papers in the Marriage and Family Studies and Marital and Family Therapy programs should follow the requirements of the fifth edition of *The Publication Manual of the American Psychological Association*.”

“In addition, students are expected to use inclusive language.”

- 3. Grades (91):** “Grades will be assigned using the full range of letter grades (A-F), representing the following levels of performance:

 - A** Excellent work submitted; evidence of outstanding ability to synthesize and use course knowledge; consistent evidence of creativity and originality; insightful contributions in class; consistent demonstration of integrative and critical thinking skills; regular class attendance; and respectful interaction.
 - B** Good work submitted; evidence of substantial ability to analyze and use course knowledge; evidence of creativity and originality; thoughtful contributions in class; demonstration of integrative and critical thinking skills; regular class attendance; and respectful interaction.
 - C** Acceptable work submitted; evidence of adequate ability to analyze and use course knowledge; appropriate contributions in class; attempts at integration and critique; regular class attendance; and respectful interaction.
 - D** Poor work submitted; little evidence of ability to analyze and use course knowledge; inconsistent evidence of mastery of course content; few contributions in class; no attempts at integration and critique; inconsistent class attendance; and respectful interaction.
 - F** Inadequate work submitted; insufficient evidence of ability to analyze and use course knowledge; inappropriate and/or disrespectful contributions in class; poor class attendance; or failure to complete course requirements.”

- 4. Incomplete Course Work (92):** “Students are expected to submit all work by the dates set by the course instructors and complete all course requirements on or before the last day of the quarter. The grade ‘Incomplete’ is temporary and will be granted only in unusual circumstances (such as serious illness or critical emergencies) and will not be considered for a student who is simply behind in the assignments.”

- 5. Harassment Policies (93):** “Bethel Seminary is committed to providing a Christ-centered community where students, faculty, and staff can work together in an atmosphere free from all forms of harassment, exploitation, or intimidation, including racial and sexual harassment. All members of the Bethel community are expected to education themselves sexual and racial harassment.”

- 6. Accessibility:** Please contact the instructor as soon as possible if disability-related accommodations are needed. Accommodations for students with documented disabilities are set up through the office of Disability Services. Contact Kathy McGillivray, director of Disability Services, at (651) 635-8759.