ACADEMIC POLICIES CALENDAR

Week 1	Weeks 2 - 5	Week 6

Week 1

Attendance Policy:
- Due to federal regulations on early course attendance, students must participate in some form in Week 1 in order to stay enrolled in the course. Students who don't particpate in Week 1 are administratively withdrawn.

Late Work Policy:
- Due to federal regulations on early course attendance, no late work may be accepted in Week 1.

Early Alert System:
- If you have students who have not engaged with the course yet (such as not posting in the Discussion Board), send an early alert to their Advisor through Canvas.

Weeks 2 - 5

Late Work Policy:
- Late work (except discussions) is accepted in Weeks 2-5 with a 30% deduction. Late work is not accepted after four days. Exceptions are allowed at instructor's discretion.

Early Alert System:
- If you have students who are disengaged or struggling, send an alert to their Advisor through Canvas to get further support.

Academic Integrity:
- If a student plagiarizes for the first time, work with the student through a teachable moment, allowing them to revise and submit their assignment. Second offenses should be reported to Academic Integrity at Integrity@baypath.edu

Week 6

Incomplete Policy:
- If a student requests an Incomplete before the end of Week 6 and is currently passing the course, you can initiate an Incomplete Form through the BPU Portal.

Late Work Policy:
- No late work is accepted in Week 6. Exceptions are allowed at instructor's discretion.

Academic Integrity:
- If a student plagiarizes for the first time, work with the student through a teachable moment, allowing them to revise and submit their assignment. Second offenses should be reported to Academic Integrity at Integrity@baypath.edu