

Huron University College  
2020—2021  
Sociology 1020  
Section 550  
**Introduction to Sociology**

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Course site: <https://owl.uwo.ca/portal>  
MindTap course site: <https://login.nelsonbrain.com/course/MTPNM27QPN8R>

### **Course Description**

The discipline of sociology investigates the relationship between societal structures and human agency. This full-credit course is designed to present an overview of various sociological perspectives with a goal of understanding the dynamics of the interaction(s) between structural forces and the individuals / groups that comprise society, within the general context of North America and more specifically – Canada. You will be exposed to a variety of standpoints with the expectation that this knowledge can (and will) be utilized in an ongoing effort to develop your ‘sociological imagination’.

**PREREQUISITE:** None  
**ANTIREQUISITE:** Sociology 1021E

### **REQUIRED COURSE MATERIAL:**

**MINDTAP IAC for Sociology: Your Compass for a New World, 6e (12 MTHS access)**

<https://bookstore.uwo.ca/product/cebcodeid25897>

**\$99.95**

This resource contains the eBook for our course text -- plus the online learning platform (MindTap) that we will be utilizing for our quizzes and test assessments. It will not be possible to successfully complete the class without this course material.

**Because this course is online, we will not be meeting 3 hours a week in a classroom—rather we will be applying the three hours to the online material and assignments in the virtual space provided by OWL and the MindTap online learning platform. To be truly successful it is essential that you establish and maintain a regular and consistent study system. Please ensure that you have familiarized yourself with both OWL and MindTap and if you have questions, email me at [dbalandi@uwo.ca](mailto:dbalandi@uwo.ca) (including Soc1020-550 in the subject line).**

## **Course Goals and Learning Outcomes:**

During this course and upon completion, you can expect to:

- \* Differentiate between an opinion and an argument and construct compelling arguments utilizing a sociological lens and your sociological imagination
- \* Identify the major sociological perspectives and describe how they are used to analyze human behaviour and events
- \* Recognize the relationships between social structure, social stratification, and the consequences of social status
- \* Describe how inequality and other social factors contribute to social change
- \* Identify course concepts in non-textbook material (i.e. films, documentaries, current events, newspaper articles etc.)
- \* Develop 'five habits of mind' (Deborah Meier, 2002)
  1. Evidence – How do we know what we know?
  2. Point of view – Whose perspective does this represent?
  3. Connections / cause and effect – How is this related to that?
  4. Conjecture / supposition – How might things have been otherwise? How could things be?
  5. Relevance – Why is this important? Is it important?

## **PROFESSOR'S RESPONSIBILITIES:**

- Create a supportive and learning environment
- Be available to provide additional explanation or feedback
- Respond to student inquiries and emails and post marks/grades promptly
- Assist students with developing transdisciplinary skills – critical *and* creative thinking, logical analysis and argument formation
- Use a variety of teaching methods and strategies to accommodate different learning styles

## **STUDENT RESPONSIBILITIES:**

As a participant in this class, you should:

- Read and reflect upon the assigned chapter
- Participate respectfully with classmates and professor in discussion forums and communications
- Take seriously (and reflect upon) the opinions / arguments presented in your text, by your fellow students and your professor
- Develop your sociological imagination through practice and application
- Thoughtfully examine every day ('commonsense') ideas through a sociological lens

## **EVALUATION:**

FALL MIDTERM:	10%
WINTER MIDTERM:	15%
FINAL EXAM:	35%
CHAPTER QUIZZES:	15%
FORUM DISCUSSIONS:	20%
PARTICIPATION/ENGAGEMENT:	5%

## **EXAM INFORMATION:**

The **fall midterm** will be held during **WEEK 7 (October 25<sup>th</sup> to October 31<sup>st</sup>)**. It will be multiple choice and contain questions drawn from your chapter readings and online lessons covered from **September 20<sup>th</sup> up to and including October 24<sup>th</sup>**.

**There will be NO exam for this course during the December examination period.**

The **winter midterm** will be held during **WEEK 15 (January 17<sup>th</sup> to January 23<sup>rd</sup>)**. It will be multiple choice and contain questions drawn from your chapter readings and online lessons covered from **November 8<sup>th</sup> up to and including January 16<sup>th</sup>**.

**Final Exam:** is a cumulative two-hour exam and you are responsible for all the material in the assigned chapters of the textbook, even if this material is not discussed in lecture. The majority of questions will address the chapter readings and online lessons from January 24<sup>th</sup> up to and including April 3<sup>rd</sup>. It will be multiple choice. Due to the challenge of a cumulative exam, students are well advised to actively review course material throughout the school year.

The **final exam will be held during the final examination period**; the date and time will be determined by the Registrar's Office. Although an early date has been requested, the final schedule is established by the Registrar and therefore, **you should not finalize your travel plans until the exam schedule has been posted and you are certain about the date and time of your final exam**. Exam dates, once posted by the Registrar's Office, are firm and will not be changed.

**Software designed to detect cheating will be utilized on every exam. Cheating is a grave academic offence and will not be tolerated.** Any class member(s) caught cheating will receive an F on the exam and may fail the course.

**NOTE: The midterms and final exam are NOT 'open book'.** No books, notes, or electronic devices are permitted during the midterms or final exam. More information will be provided during lecture in the weeks prior to the exam dates.

## **CHAPTER QUIZZES:**

There will be 18 weeks throughout the school year where you will be required to complete quizzes (see course schedule which follows), made up from objective questions (i.e. multiple-choice / true or false). I will drop your 3 lowest quiz scores when I compute your final quiz average. With this safety margin, there are **NO make-up quizzes** if you fail to complete one in the week it is due. A missed quiz is 0%.

These weekly quizzes will commence in Week 3 (September 27<sup>th</sup> to October 3<sup>d</sup>) and are included to guide you through the course material and improve your ability to focus on what's important in your chapter readings—a skill that will benefit you in all of your university classes. Additionally, this requirement will help you to establish and maintain a regular and consistent study system (a weekly routine of your coursework) so you do not 'fall behind'. These quizzes require you to have purchased the course material and created and have verified access to your MindTap account.

### **FORUM DISCUSSIONS:**

In order to enhance your knowledge of various topics and issues and help you stay connected with the course and with your classmates, you will be participating in FOUR discussions (each is worth 5% of your final grade) in Weeks 3, 8, 13, and 19 (two in first semester; two in second semester). I am confident you will find that participating in the discussion forums is fun and relatively simple to complete.

What you want to do is this:

PRIOR TO 11:55 pm on the Wednesday—post a response to the discussion question(s) posed. The questions will be addressing a video that draws on concepts or ideas presented in the assigned chapter reading. Questions may also depart from the assigned reading and veer toward a focus on students' experiences, observations, and insights about the topic at hand. Your response should be 250 words in length (minimum) and make direct reference to the assigned reading (e.g., quote) and incorporate references to the video (e.g., time of the point you are making. It should also be thought-provoking and earnestly attempt to solicit discussion.

By the Friday 11:55 pm post a reply to at least one other student. Your reply ought to be respectful, thorough and thoughtful, showcasing your critical thinking skills and evidencing your knowledge and understanding of the assigned readings (which cannot be evidenced in a superficial, mere one-sentence response).

### **PARTICIPATION/ENGAGEMENT:**

How much agency do you demonstrate throughout the course? Have you engaged in the weekly lessons? Participated and communicated with your fellow students through our discussion forums? Demonstrated more than a superficial interest in the learning process? Made an honest effort to develop your sociological imagination?

**Plagiarism is an academic offense and will be treated as such. Students who are in doubt as to the nature of this offence should consult their instructor, Department Chair, or Dean's Office, as well as the Huron University College Statement on Plagiarism, available at the Reference Desk in the Huron University College Library and at <https://huronatwestern.ca/library> . In addition, students may seek guidance from a variety of current style manuals available at the Reference Desk in the Huron University College Library. Information about these resources can be found at <https://huronuc.libguides.com/citingsources> .**

Plagiarism detection software may be used in this course. Students may be required to submit their work in electronic form.

## E-Mail

Please use your UWO email account for correspondence and for questions and issues. Please remember to include **Soc1020-550** as part of your subject line. I make every effort to respond to my UWO account emails ([dbalandi@uwo.ca](mailto:dbalandi@uwo.ca)) within 24 hours.

## Technology

Since this course will be conducted online, it is essential that you have regular and reliable access to a computer and the internet. Furthermore, our MindTap web-based learning platform has system requirements that can be found at <https://www.cengage.com/help/mindtap/mt-student/common/system-requirements.html> . Please visit and ensure that you are using the supported browsers with the correct settings and plugins.

## Copyright and Intellectual Property

PowerPoint lecture slides and notes, lists of readings, activities, assignment guidelines, and other components of the course materials are typically the intellectual property of the instructor. Unauthorized reproduction through audio-recording, video-recording, photographing, sharing on social media, or posting on course-sharing websites is an infringement of copyright and is prohibited. Such action may be considered a Code of Conduct violation and lead to sanctions.

## Conduct expectations

- Carefully craft all written communication. Grammar issues, spelling issues, and disorganization give the message you are careless, and may make your writing difficult to understand. Be sure to carefully proofread all written communications, whether it is an email or in a graded discussion post.
- When interacting with others, respect the person even if you disagree with their ideas. Particularly in discussions, you may find yourself opposed to others' ideas. This is expected and encouraged. However, do not attack the person: if you disagree with their ideas, use logic, reasoning, and argument to explain why. Remember not to make disagreements personal.
- Disruptive language or interactions that undermine the ability of all to contribute to discussions will not be tolerated. This includes, but is not limited to, homophobia, sexism, racism, and threats.
- Read all materials and instructions carefully. Seek clarification and guidance if you have questions, and do so sooner rather than later. For example, if you do not understand an assignment or a discussion, don't wait until the last minute to ask for help.

## Late/Missed Deadline Policy

Since you are given an entire week to complete, late or missed discussions, assignments or quizzes receive a 0, unless you have **advance** approval (which requires a very substantial reason for changing a due date). The following are NOT accepted as excuses for lateness or missed assignments/quizzes:

- Computer problems. You are expected to back up your work in multiple places, and to make arrangements to find another computer if yours breaks, is lost or is stolen.
- Failure to know deadlines. Deadlines are posted in the following schedule and on our OWL calendar tool.
- Competing work or school obligations. It is your responsibility to manage your multiple roles and organize your daily schedule and commitments.

<b>Week – dates Fall 2020</b>	<b>Chapter / Content</b>	<b>Activities / Assessments</b>
<b>Week 1</b> (Sept. 13—Sept.19)	Introduction to the Course (objectives, course outline and assignments) and to each other  <i>Introduction to the Sociological Imagination</i>	OWL FORUMS – Introductions due
<b>Week 2</b> (Sept. 20 –Sept.26)	Chapter 1 Sociological Compass	OWL Content – Week 2 MINDTAP – Chapter 1 'practice' quiz
<b>Week 3</b> (Sept. 27 – Oct. 3)	Chapter 3 Culture	<b>OWL Content</b> – Week 3 <b>MINDTAP</b> – Chapter 3 QUIZ <b>OWL</b> – FORUMS – DISCUSSION #1
<b>Week 4</b> (Oct. 4 – Oct. 10)	Chapter 4 Socialization	<b>OWL Content</b> – Week 4 <b>MINDTAP</b> – Chapter 4 QUIZ
<b>Week 5</b> (Oct. 11 –Oct. 17)	Chapter 5 Social Interaction	<b>OWL Content</b> – Week 5 <b>MINDTAP</b> – Chapter 5 QUIZ
<b>Week 6</b> (Oct. 18 – Oct. 24)	Chapter 6 Networks, Groups, Bureaucracies, and Societies	<b>OWL Content</b> – Week 6 <b>MINDTAP</b> – Chapter 6 QUIZ
<b>Week 7</b> (Oct. 25 to Oct. 31)	<b>Fall Midterm – Chapters 1, 3, 4, 5, 6</b>	
<b>Reading Week November 1<sup>st</sup> to November 7<sup>th</sup></b>		
<b>Week 8</b> (Nov. 8 – Nov. 14)	Chapter 7 Deviance and Crime	<b>OWL Content</b> – Week 8 <b>MINDTAP</b> – Chapter 7 QUIZ <b>OWL</b> – FORUMS – DISCUSSION #2
<b>Week 9</b> (Nov. 15 – Nov. 21)	Chapter 8 Social Interaction	<b>OWL Content</b> – Week 9 <b>MINDTAP</b> – Chapter 8 QUIZ
<b>Week 10</b> (Nov. 22 – Nov. 28)	Chapter 9 Globalization, Inequality, and Development	<b>OWL Content</b> – Week 10 <b>MINDTAP</b> – Chapter 9 QUIZ
<b>Week 11</b> (Nov. 29 – Dec. 5)	Chapter 11 Sexualities and Gender Stratification	<b>OWL Content</b> – Week 11 <b>MINDTAP</b> – Chapter 11 QUIZ
<b>Final Drop Date without Academic Penalty is November 30, 2019</b>		
<b>Week 12</b> (Dec. 6 – Dec. 9)	Documentary	<b>OWL Content</b> – Week 12

**ALL THE BEST ON YOUR DECEMBER EXAMS AND HAPPY HOLIDAYS!**

<b>Week – dates Winter 2021</b>	<b>Chapter / Content</b>	<b>Activities / Assessments</b>
<b>Week 13</b> (Jan. 3 – Jan. 9)	Chapter 12 Sociology of the Body	OWL Content – Week 12 MINDTAP – Chapter 12 QUIZ <b>OWL – FORUMS – DISCUSSION #3</b>
<b>Week 14</b> (Jan. 10 – Jan. 16)	Chapter 13 Work and the Economy	<b>OWL Content – Week 13</b> <b>MINDTAP – Chapter 13 QUIZ</b>
<b>Week 15</b> (Jan. 17 – Jan. 23)	<b>Winter Midterm – Chapters 7, 8, 9, 11, 12, 13</b>	
<b>Week 16</b> (Jan. 24 – Jan. 30)	Chapter 14 Politics	<b>OWL Content – Week 14</b> <b>MINDTAP – Chapter 14 QUIZ</b>
<b>Week 17</b> (Jan. 31 – Feb. 6)	Chapter 15 Families	<b>OWL Content – Week 15</b> <b>MINDTAP – Chapter 15 QUIZ</b>
<b>Week 18</b> (Feb. 7 – Feb. 13)	Chapter 16 Religion	<b>OWL Content – Week 16</b> <b>MINDTAP – Chapter 16 QUIZ</b>
<b>Reading Week February 14<sup>th</sup> to February 20<sup>th</sup></b>		
<b>Week 19</b> (Feb. 21 – Feb. 27)	Chapter 17 Education	<b>OWL Content – Week 19</b> <b>MINDTAP – Chapter 17 QUIZ</b> <b>OWL – FORUMS – DISCUSSION #4</b>
<b>Week 20</b> (Feb. 28 – Mar. 6)	Chapter 18 Mass Media and Mass Communication	<b>OWL Content – Week 20</b> <b>MINDTAP – Chapter 18 QUIZ</b>
<b>Week 21</b> (Mar. 7 – Mar. 13)	Chapter 19 Health and Medicine	<b>OWL Content – Week 21</b> <b>MINDTAP – Chapter 19 QUIZ</b>
<b>Week 22</b> (Mar. 14 – Mar. 20)	Chapter 21 Collective Action and Social Movements	<b>OWL Content – Week 22</b> <b>MINDTAP – Chapter 21 QUIZ</b>
<b>Week 23</b> (Mar. 21 – Mar. 27)	Chapter 22 Technology and the Global Environment	<b>OWL Content – Week 23</b> <b>MINDTAP – Chapter 22 QUIZ</b>
<b>Week 24</b> (Mar. 28 – Apr. 3)	<b>Course Wrap-up / Exam Details</b>	
<b>ALL THE VERY, VERY BEST ON YOUR APRIL EXAMS</b>		

**FINAL EXAM DURING THE APRIL EXAM PERIOD – APRIL 8 – APRIL 30, 2021**

This outline is subject to change with sufficient prior notice. It is the responsibility of the student to be aware of changes announced on OWL and via email.

## **Appendix to Course Outlines: Academic Policies & Regulations 2020 - 2021**

### **Prerequisite and Antirequisite Information**

Students are responsible for ensuring that they have successfully completed all course prerequisites and that they have not completed any course antirequisites. Unless you have either the requisites for this course or written special permission from your Dean to enrol in it without them, you may be removed from this course and it will be deleted from your record. If you enrol in this course despite having already taken an antirequisite you may be removed from this course and it will be deleted from your record. Removals for these reasons may not be appealed. You will receive no adjustment to your fees in the event that you are dropped from a course for failing to have the necessary prerequisites or for having already taken the antirequisites.

### **Conduct of Students in Classes, Lectures, and Seminars**

Membership in the community of Huron University College and Western University implies acceptance by every student of the principle of respect for the rights, responsibilities, dignity and well-being of others and a readiness to support an environment conducive to the intellectual and personal growth of all who study, work and live within it. Upon registration, students assume the responsibilities that such registration entails. The academic and social privileges granted to each student are conditional upon the fulfillment of these responsibilities.

While in the physical classroom or online classroom, students are expected to behave in a manner that supports the learning environment of others. Students can avoid any unnecessary disruption of the class by arriving in sufficient time and ready for the start of the class, by remaining silent while the professor is speaking or another student has the floor, and by taking care of personal needs prior to the start of class. If a student is late, or knows that he/she will have to leave class early, be courteous: enter and leave quietly. Please see the Code of Student Conduct at:

[www.huronuc.on.ca/sites/default/files/pdfs/Code%20of%20Student%20Conduct.pdf](http://www.huronuc.on.ca/sites/default/files/pdfs/Code%20of%20Student%20Conduct.pdf).

### **Technology**

It is not appropriate to use technology (such as, but not limited to, laptops, cell phones) in the classroom for non-classroom activities. Such activity is disruptive and distracting to other students and to the instructor, and can inhibit learning. Students are expected to respect the classroom environment and to refrain from inappropriate use of technology and other electronic devices in class.

### **Adding / Dropping Courses**

If you think that you are too far behind to catch up or that your workload is not manageable, you should consult your Academic Advisor. If you are considering reducing your workload by dropping one or more courses, this must be done by the appropriate deadlines. Please refer to the Huron website, <https://huronatwestern.ca/academic-advising> or review the list of official Sessional Dates on the Academic Calendar, available here: <http://www.westerncalendar.uwo.ca/SessionalDates.cfm>.

You should consult with the course instructor and the Academic Advisor who can help you consider alternatives to dropping one or more courses. Note that dropping a course may affect OSAP and/or Scholarship/Bursary eligibility.

### **Class Cancellations**



In the event of a cancellation of class, every effort will be made to post all relevant information on the OWL class site and on the Huron website at, <https://huronatwestern.ca/about/accessibility>.

### **Attendance Regulations for Examinations**

A student is entitled to be examined in courses in which registration is maintained, subject to the following limitations:

- 1) A student may be debarred from writing the final examination for failure to maintain satisfactory academic standing throughout the year.
- 2) Any student who, in the opinion of the instructor, is absent too frequently from class or laboratory periods in any course will be reported to the Dean of the Faculty offering the course (after due warning has been given). On the recommendation of the Department concerned, and with the permission of the Dean of that Faculty, the student will be debarred from taking the regular examination in the course. The Dean of the Faculty offering the course will communicate that decision to the Dean of the Faculty of registration.

Please see the policy on Attendance Regulations for Examinations here:

[https://www.uwo.ca/univsec/pdf/academic\\_policies/exam/attendance.pdf](https://www.uwo.ca/univsec/pdf/academic_policies/exam/attendance.pdf).

### **Academic Student Support Services**

For advice on course selections, degree requirements, and for assistance with requests for medical accommodation, students should email an Academic Advisor in Huron's Student Support Services at [huronsss@uwo.ca](mailto:huronsss@uwo.ca). An outline of the range of services offered is found on the Huron website at: <https://huronatwestern.ca/academic-advising>.

Department Chairs, Program Directors and Coordinators are also able to answer questions about individual programs. Contact information can be found on the Huron website at:

<https://huronatwestern.ca/contact/contact-directory>.

### **Statement on Academic Integrity**

The International Centre for Academic Integrity defines academic integrity as "a commitment, even in the face of adversity, to five fundamental values: honesty, trust, fairness, respect, and responsibility. From these values flow principles of behaviour that enable academic communities to translate ideals to action." (CAI Fundamental Values Project, 1999).

A lack of academic integrity is indicated by such behaviours as the following:

- Cheating on tests;
- Fraudulent submissions online;
- Plagiarism in papers submitted (including failure to cite and piecing together unattributed sources);
- Unauthorized resubmission of course work to a different course;
- Helping someone else cheat;
- Unauthorized collaboration;
- Fabrication of results or sources;
- Purchasing work and representing it as one's own.

### **Academic Integrity: Importance and Impact**

Being at university means engaging with a variety of communities in the pursuit and sharing of knowledge and understanding in ways that are clear, respectful, efficient, and productive. University communities have

established norms of academic integrity to ensure responsible, honest, and ethical behavior in the academic work of the university, which is best done when sources of ideas are properly and fully acknowledged and when responsibility for ideas is fully and accurately represented.

In the academic sphere, unacknowledged use of another's work or ideas is not only an offence against the community of scholars, it is also an obstacle to academic productivity. It may also be understood as fraud and may constitute an infringement of legal copyright.

A university is a place for fulfilling one's potential and challenging oneself, and this means rising to challenges rather than finding ways around them. The achievements in an individual's university studies can only be fairly evaluated quantitatively through true and honest representation of the actual learning done by the student. Equity in assessment for all students is ensured through fair representation of the efforts by each.

Acting with integrity at university constitutes a good set of practices for maintaining integrity in later life. Offences against academic integrity are therefore taken very seriously as part of the university's work in preparing students to serve, lead, and innovate in the world at large.

A university degree is a significant investment of an individual's, and the public's, time, energies, and resources in the future, and habits of academic integrity protect that investment by preserving the university's reputation and ensuring public confidence in higher education.

**Students found guilty of plagiarism will suffer consequences ranging from a grade reduction, to failure in the course, to expulsion from the university. In addition, a formal letter documenting the offence will be filed in the Dean's Office, and this record of the offence will be retained in the Dean's Office for the duration of the student's academic career at Huron University College.**

### **Statement on Academic Offences**

Scholastic offences are taken seriously and students are directed to read the appropriate policy, specifically, the definition of what constitutes a Scholastic Offence, as per the Academic Calendar:

[http://www.westerncalendar.uwo.ca/PolicyPages.cfm?PolicyCategoryID=1&Command=showCategory&SelectCalendar=Live&ArchiveID=#SubHeading\\_189](http://www.westerncalendar.uwo.ca/PolicyPages.cfm?PolicyCategoryID=1&Command=showCategory&SelectCalendar=Live&ArchiveID=#SubHeading_189) .

### **Turnitin.com**

All required papers may be subject to submission for textual similarity review to the commercial plagiarism detection software under license to the University for the detection of plagiarism. All papers submitted for such checking will be included as source documents in the reference database for the purpose of detecting plagiarism of papers subsequently submitted to the system. Use of the service is subject to the licensing agreement, currently between The University of Western Ontario and Turnitin.com (<https://www.turnitin.com/>).

### **Computer-Marked Tests/Exams**

Computer-marked multiple-choice tests and/or exams may be subject to submission for similarity review by software that will check for unusual coincidences in answer patterns that may indicate cheating.

### **Clickers**

Personal Response Systems ("clickers") may be used in some classes. If clickers are to be used in a class, it is the responsibility of the student to ensure that the device is activated and functional. Students must see their instructor if they have any concerns about whether the clicker is malfunctioning. Students must use only their own clicker. If clicker records are used to compute a portion of the course grade:

- the use of somebody else's clicker in class constitutes a scholastic offence

- the possession of a clicker belonging to another student will be interpreted as an attempt to commit a scholastic offence.

### **Academic Accommodation for Students With Disabilities**

Students who require **special** accommodation for tests and/or other course components must make the appropriate arrangements with the Student Development Centre (SDC). Further details concerning policies and procedures may be found at: <http://academicsupport.uwo.ca/>.

Please review the full policy at,

[https://www.uwo.ca/univsec/pdf/academic\\_policies/appeals/Academic%20Accommodation\\_disabilities.pdf](https://www.uwo.ca/univsec/pdf/academic_policies/appeals/Academic%20Accommodation_disabilities.pdf).

### **Academic Consideration for Missed Work**

Students who are seeking academic consideration for missed work during the semester may submit a self-reported absence form online provided that the absence is 48 hours or less and the other conditions specified in the Senate policy at

[https://www.uwo.ca/univsec/pdf/academic\\_policies/appeals/Academic\\_Consideration\\_for\\_absences.pdf](https://www.uwo.ca/univsec/pdf/academic_policies/appeals/Academic_Consideration_for_absences.pdf) are met.

Students whose absences are expected to last longer than 48 hours, or where the other conditions detailed in the policy are not met (e.g., work is worth more than 30% of the final grade, the student has already used 2 self-reported absences, the absence is during the final exam period), may receive academic consideration by submitting a Student Medical Certificate (for illness) or other appropriate documentation (for compassionate grounds). The Student Medical Certificate is available online at

[https://www.uwo.ca/univsec/pdf/academic\\_policies/appeals/medicalform.pdf](https://www.uwo.ca/univsec/pdf/academic_policies/appeals/medicalform.pdf).

All students pursuing academic consideration, regardless of type, must contact their instructors no less than 24 hours following the end of the period of absence to clarify how they will be expected to fulfill the academic responsibilities missed during their absence. **Students are reminded that they should consider carefully the implications of postponing tests or midterm exams or delaying submission of work, and are encouraged to make appropriate decisions based on their specific circumstances.**

Students who have conditions for which academic accommodation is appropriate, such as disabilities or ongoing or chronic health conditions, should work with Accessible Education Services to determine appropriate forms of accommodation.

### **Requests for Academic Consideration Using the Self-Reported Absence Form**

Students who experience an unexpected illness or injury or an extenuating circumstance (48 hours or less) that is sufficiently severe to temporarily render them unable to meet academic requirements (e.g., attending lectures or labs, writing tests or midterm exams, completing and submitting assignments, participating in presentations) should self-declare using the online Self-Reported Absence portal. This option should be used in situations where the student expects to resume academic responsibilities within 48 hours or less.

Please note the following conditions that are in place for self-reporting of medical or extenuating circumstances:

- Students will be allowed a **maximum of two self-reported absences** between September and April and one self-reported absence between May and August;
- Any absences in excess of the number designated in clause a above, regardless of duration, will require students to present a [Student Medical Certificate \(SMC\)](#), signed by a licensed medical or mental health practitioner, detailing the duration and severity of illness, or appropriate documentation supporting extenuating circumstances to the Academic Counselling unit in their

Faculty of registration no later than two business days after the date specified for resuming responsibilities.

- Self-reported absences will not be allowed for scheduled final examinations; for midterm examinations scheduled during the December examination period; or for final lab examinations scheduled during the final week of term.
- Self-reporting may not be used for assessments (e.g. midterm exams, tests, reports, presentations, or essays) worth more than 30% of any given course.
- Students must be in touch with their instructors **no later than 24 hours after the end of the period covered by the Self-Reported Absence form**, to clarify how they will be expected to fulfil the academic expectations they may have missed during the absence.

Please review the full policy at,

[https://www.uwo.ca/univsec/pdf/academic\\_policies/appeals/accommodation\\_illness.pdf](https://www.uwo.ca/univsec/pdf/academic_policies/appeals/accommodation_illness.pdf).

### **Policy on “Academic” Accommodation - Medical / Non-Medical Grounds**

- (a) **Medical Grounds for assignments worth 10% or more of final grade: Go directly to Huron Support Services/ Academic Advising, or email [huronsss@uwo.ca](mailto:huronsss@uwo.ca).**

University Senate policy, which can be found at,

[https://www.uwo.ca/univsec/pdf/academic\\_policies/appeals/accommodation\\_medical.pdf](https://www.uwo.ca/univsec/pdf/academic_policies/appeals/accommodation_medical.pdf), requires that all student requests for accommodation on medical grounds for assignments worth 10% or more of the final grade be made directly to the academic advising office of the home faculty (for Huron students, the “home faculty” is Huron), with supporting documentation in the form (minimally) of the Senate-approved Student Medical Certificate found at: [https://www.uwo.ca/univsec/pdf/academic\\_policies/appeals/medicalform.pdf](https://www.uwo.ca/univsec/pdf/academic_policies/appeals/medicalform.pdf).

The documentation is submitted in confidence and will not be shown to instructors. The advisors will contact the instructor when the medical documentation is received, and will outline the severity and duration of the medical challenge as expressed on the Student Medical Certificate and in any other supporting documentation. The student will be informed that the instructor has been notified of the presence of medical documentation, and will be instructed to work as quickly as possible with the instructor on an agreement for accommodation.

The instructor will not normally deny accommodation where appropriate medical documentation is in place and where the duration it describes aligns with the due date(s) of assignment(s). Before denying a request for accommodation on medical grounds, the instructor will consult with the Dean. The instructor’s decision is appealable to the Dean.

- (b) **Accommodation on Medical Grounds for assignments worth *less than 10%* of final grade: Consult Instructor Directly**

When seeking accommodation on medical grounds for assignments worth less than 10% of the final course grade, the student should contact the instructor directly. The student need only share broad outlines of the medical situation. The instructor **may** require the student to submit documentation to the academic advisors, in which case she or he will advise the student and inform the academic advisors to expect documentation. The instructor may not collect medical documentation. The advisors will contact the instructor when the medical documentation is received, and will outline the severity and duration of the medical challenge as expressed on the Student Medical Certificate and in any other supporting documentation. The student will be

informed that the instructor has been notified of the presence of medical documentation, and will be instructed to work as quickly as possible with the instructor on an agreement for accommodation.

The instructor will not normally deny accommodation where appropriate medical documentation is in place and where the duration it describes aligns with the due date(s) of assignment(s). Before denying a request for accommodation on medical grounds, the instructor will consult with the Dean. The instructor's decision is appealable to the Dean.

**(c) Non-Medical Grounds: Consult Huron Support Services/ Academic Advising**

Where the grounds for seeking accommodation are not medical (e.g. varsity sports, religious, compassionate, bereavement) the student should contact an academic advisor directly. All accommodation requests must include a completed [Accommodation Request Form](#). Late penalties may apply at the discretion of the instructor.

Where a student seeks accommodation on non-medical grounds where confidentiality is a concern, the student should approach an academic advisor with any documentation available. The advisors will contact the instructor after the student's request is received, and will outline the severity and duration of the challenge without breaching confidence. The student will be informed that the instructor has been notified that significant circumstances are affecting or have affected the student's ability to complete work, and the student will be instructed to work as quickly as possible with the instructor on an agreement for accommodation. Before denying a request for accommodation where documentation has been submitted to an academic advisor, the instructor will consult with the Dean. The instructor's decision is appealable to the Dean.

**Mental Health & Wellness Support at Huron and Western**

University students may encounter setbacks from time to time that can impact academic performance. Huron offers a variety of services that are here to support your success and wellbeing. Please visit <https://huronatwestern.ca/student-life-campus/student-services/wellness-safety> for more information or contact staff directly:

Wellness Services: [huronwellness@huron.uwo.ca](mailto:huronwellness@huron.uwo.ca)

Community Safety Office: [safety@huron.uwo.ca](mailto:safety@huron.uwo.ca)

Chaplaincy: [gthorne@huron.uwo.ca](mailto:gthorne@huron.uwo.ca)

Additional supports for Health and Wellness may be found and accessed at Western through, [www.uwo.ca/uwocom/mentalhealth/](http://www.uwo.ca/uwocom/mentalhealth/).

**Important Dates & Directory**

For a current and up-to-date list of important dates and campus directories, please visit:

- **Huron – Important Dates:** <https://huronuc.ca/important-dates-and-deadlines>
- **Academic Calendar & Sessional Dates:** <http://www.westerncalendar.uwo.ca/SessionalDates.cfm>
- **Huron Directory – Faculty, Staff and Administration:** <https://huronuc.ca/index.php/contact/contact-directory>
- **Western Directory – Faculty, Staff and Administration:** <https://www.uwo.ca/directory.html>