

Psychology 100: Principles of Psychology

6.0 units; Fall & Winter 2019-2020

Queen's University

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Faculty Coordinator: Meghan Norris, PhD

PSYC100 Program Associate: Valerie Wood, PhD

PRE-REQUISITES AND EXCLUSIONS

There are no pre-requisites for this course. Note that this course has the following exclusions: EXCLUSION(S): PSYC 101/3.0; PSYC 102/3.0; PSYC 103/3.0

ACKNOWLEDGEMENT OF TERRITORY

Let us acknowledge that Queen's is situated on traditional Anishinaabe and Haudenosaunee territory. We are grateful to be able to live, learn and play on these lands.

To acknowledge this traditional territory is to recognize its longer history, one predating the establishment of the earliest European colonies. It is also to acknowledge this territory's significance for the Indigenous peoples who lived, and continue to live, upon it and whose practices and spiritualities were tied to the land and continue to develop in relationship to the territory and its other inhabitants today. The Kingston Indigenous community continues to reflect the area's Anishinaabek and Haudenosaunee roots. There is also a significant Métis community and there are First people from other Nations across Turtle Island present here today.

To read more about the history of the land, see the Queen's Encyclopedia.

COURSE DESCRIPTION

An introductory survey of basic areas of psychology including perception, cognition, learning and motivation and their biological substrata. Also reviewed are child development, individual differences, social psychology and abnormal psychology. Research participation experience is provided for students on an individual voluntary basis. Students are encouraged to participate in up to five hours of research experimentation.

This is the blended, on-campus version of this course. In this version of the course, students will have weekly lectures, online lessons, and weekly lab sessions. We have included these components to help you keep up with course content, and to promote deeper thinking and better learning through working with your classmates. This course requires your active participation throughout the course.

Please note: Consistent with best practices in privacy, messages and updates concerning your course will be sent to your Queen's email account ONLY.

LEARNING OUTCOMES

After completing PSYC 100, students should be able to:

1. Summarize the major areas and themes of psychology.
 2. Demonstrate an understanding of the role of genes and environment in determining behaviour and mental processes.
 3. Describe the major psychological theories and the empirical evidence upon which they are based.
 4. Apply the scientific method to the formulation and answering of questions related to psychology.
 5. Assess the validity of, and provide accurate interpretations of, psychological findings.
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SUGGESTED TIME COMMITMENT

Students can expect to spend, on average, about 10 hours per week completing relevant readings, assignments, and course activities.

CONTENT COVERED IN THIS COURSE

This course addresses many of the major areas in the broad discipline of Psychology. All dates are specified in the Course Timeline found in OnQ.

For a summary of the content covered, please see below:

Content Covered

Week	Topics
Week 1	Introduction to Psychology
Week 2	Research Methods
Week 3	Genetics and Evolution
Week 4	Learning
Week 5	Neurons
Week 6	Neurobiology
Week 7	Introduction to Sensation and Perception
Week 8	The Visual World
Week 9	Consciousness and Sleep
Week 10	Attention and Memory
Week 11	Memory
Week 12	Language, Language Use, and Development
Week 13	Cognitive Development
Week 14	Social and Emotional Development
Week 15	Adolescence, Emerging Adulthood, and Aging
Week 16	Intelligence and Decision Making
Week 17	Motivation and Emotion
Week 18	Interacting with Tough Content, Self-Care, and Wellness
Week 19	Psychopathology I
Week 20	Psychopathology II
Week 21	Psychopathology, Psychopathy, and Therapeutic Orientationst
Week 22	Personality
Week 23	Social Thinking and People in Groups
Week 24	Relationships and Self-Identify

TEXTBOOK

The textbook for this class is a customized online Open Access textbook. This textbook is free, and available to you in multiple formats. Each week of OnQ links you to your readings. If you would like to download and print the pages for your own personal use, you are able to do this (but note that the videos will not print). The entire book is available at the following link: <https://ecampusontario.pressbooks.pub/testbookje/>

The Queen's Print & Copy Centre is one service provider that prints large documents if you choose to print the document. It is up to students to source the best location for printing this resource if they choose to (e.g., the instructional team does not search for best prices, time required for printing, etc).

Please see the legal copyright information regarding course materials below.

Students are expected to purchase lab pages from the bookstore: These are booklets of carbon copy pages which allows for the pages to have duplicates such that you handwrite your assignment on a page, hand that in, and keep a copy in your notebook. These are mandatory and can be purchased at the Campus Bookstore (cost is \$5.99CAD).

COURSE COMMUNICATION:

Course Announcements

Course announcements will be used to post real-time announcements to the class, online lectures from your professor, and links to the the corresponding lecture engagement quizzes. Copies of the announcements can also be sent to your Queen's email account if you subscribe—and we strongly recommend you subscribe to this feature. For instructions, please see the 'Welcome to the course!' announcement.

Queen's Email

The instructional team will only contact you at a Queen's University email account, and the information will come from a Queen's University email account. If you receive an email that you are suspicious of, please email PSYC100D@queensu.ca to verify whether the communication is trustworthy.

Questions that pertain to your personal circumstances, or that are not described below, should be directed to PSYC100D@queensu.ca. This account is monitored during business hours, and your question will be either answered directly, or re-directed to the person best able to assist. Please be sure to only send email from your Queen's email account (we will not respond to emails from non-Queen's accounts due to privacy), and be sure to include your full name and student number in any emails. Please expect a response within 24-48 business hours. In the unlikely event that you do not get a response in 48-business hours, please re-send your message. We take pride in quick responses, and want to make sure nothing slips through the email cracks (Business hours are Monday-Friday 9am-5pm, excluding holidays).

NOTE: Please do not write to your TAs or Instructors using the onQ "Send Message" option. It will not be responded to as this is not monitored.

General OnQ Discussion Forum

Any content-related or tech-related questions should be posted in the respective OnQ Discussion Forum. Here, students can respond to one another, and the teaching team also monitors this discussion to jump in and assist.

Office Hours

May be arranged by appointment, by writing to PSYC100D@queensu.ca. We can hold in person or online (e.g., Skype) office hours by appointment.

Course Feedback

At various points during the course, students may be asked to take part in a variety of feedback activities (such as questionnaires and exit tickets).

This feedback enables the team to make any adjustments necessary to improve the online learning environment. Additional student feedback will be sought throughout the course. All surveys are anonymous, and directly related to activities, assessments, and other course material.

ASSESSMENTS

This course includes a variety of assessment types:

Assessments

Component	Weight (%)
October Exam	15%
December Exam	30%

April Exam	40%
Lecture Engagement Quizzes	5%
Weekly Labs	10%
Bonus Research Participation Opportunities	5%
TOTAL	100% + 5%

!Note: Missing more than 7 weekly labs will result in an automatic failure of this course.

Exams

There will be 3 exams in this class: one in October, one in December, and one in April. The October exam will be held on Saturday, October 5, 2019 at 9am.

The December and April exams will be scheduled and administered by the Registrar. Details on this process can be found in the section below "Location and Timing of Final Examinations."

The October exam will cover content up to and including Week 4, and will include multiple choice items. All material in this course is testable including lectures, online lessons, videos, and assignments.

We have consulted with Queen's Student Accessibility Services in designing this exam so that it is accessible for all students, including students with disabilities. One key feature of this exam is that extra time is built in. The exam requires 60 minutes to complete. However, all students will be given an additional 30 minutes, for a total of 90 minutes. QSAS has advised us this feature will meet the needs of most, if not all, students who may require extra time as an accommodation for reasons of a disability.

In accordance with Universal Design, students who miss the October exam for any reason will have these percentage points re-weighted to the December exam.

The December and April exams are created to take 3 hours, and are scheduled in a 3-hour exam timeslot. Students requiring accommodation will work with QSAS and the Exams Office for details on their accommodated exam space. These exams may include multiple choice, true-false, and matching-type questions, in addition to written-answer questions.

The December exam will test all content from the Fall semester (weeks 1-12). All material in this course is testable including lectures, online lessons, videos, and assignments. An OnQ announcement will provide further exam details.

The April exam, although more heavily weighted on the winter content (weeks 13-24), will include some questions that require integration of content from both semesters. All material in this course is testable including lectures, online lessons, videos, and assignments. An OnQ announcement will provide further exam details.

In the event that a student misses the December or April exam, these exams will not be re-weighted to other assessments. Students missing the December or April exam must apply for academic consideration to request permission to write a deferred exam as soon as they are able when the extenuating circumstance arises. Details on how to submit for academic consideration can be found below. Students receiving permission to write a deferred December or April exam will be expected to write their exam on campus during a deferred exam time, with time, date, and location TBA. Requests for individualized deferred exam dates cannot be accommodated.

Details on the exam format, along with study guidance, will be released through Course Announcements. It is recommended that students connect with Student Academic Success Services early in the academic year for support in developing strong study habits.

Lecture Engagement Quizzes

Lectures will include several questions that check your comprehension or ask you to consider a problem or new information. You can use a smart phone, tablet or laptop to answer these questions. You are expected to come to each lecture with a fully charged device. If you do not have access to a device, please contact PSYC100@queensu.ca

Our goal is to get you thinking actively about the material and providing the instructor with feedback about areas in which there is confusion. You will earn points therefore for answering each question regardless of whether you are correct or not. These lecture questions are worth 5% of your final grade. In accordance with Universal Design, if you answer at least 80% of the lecture questions across the course, you will earn 5/5. If you answer fewer than 80% of all possible questions, your grade will be pro-rated accordingly. This universal design feature precludes your need to use the Faculty's Request for Academic Consideration "Without Documentation" Portal for lecture attendance.

Weekly Lab Assignments

You will have been assigned to a small group (approximately 30 students) who will meet together once a week all year in HUM 131 or HUM 132. In the learning lab, you will be further divided into groups of 5 students. In your groups, you will engage in activities designed to extend and broaden your understanding of psychology.

Details of each week's learning lab will be posted in the Weekly OnQ page. Labs require you to complete some preparatory work prior to the learning lab. You must come to the lab with this work completed on Lab Pages.

If you are more than 5 minutes late for your lab, you will be marked as absent and receive a score of 0 for that lab.

There may be a time when you are unable to attend a lab for personal reasons, or when you are late. To build in some flexibility for all students, in accordance with Universal Design, students will be able to drop their lowest 4 weekly lab marks. This universal design feature precludes your need to use the Faculty's Request for Academic Consideration "Without Documentation" Portal. Should you have a documented request for more than 72 hours, please do use the academic considerations portal described below. If a student misses more than 7 labs for any reason, they will automatically fail this course.

Note: You must only attend the lab you are scheduled for due to limits in space. If you would like to attend a different lab section as a result of an extenuating circumstance preventing you from attending your lab section, you must report an extenuating circumstance through the Academic Considerations Portal to gain approval. Please see details below for using the Academic Considerations Portal.

To request permission to attend another lab, after filing for academic consideration, please email PSYC100@queensu.ca directly with the lab section that you are in. PSYC100 will respond with labs that have space for you to attend if approval due to extenuating circumstances is granted.

Please email PSYC100@queensu.ca with questions about lab absences from your Queen's email account.

Lab FAQ (Frequently Asked Questions):

- **I'm missing my learning lab this week, what should I do?**

Students will automatically have their 4 lowest labs dropped to account for life events and extenuating circumstances. You do not need documentation for this to automatically happen.

If you would like to attend a different lab section during the week that you will miss a lab, please apply for academic consideration using the Academic Considerations Portal, and email PSYC100@queensu.ca to request attendance in another section. Note: Room capacities prevent us from allowing students to attend another lab without formal permission.

If you attend another lab section, be sure to sign the attendance sheet as a guest and submit your prep work to the TA in the lab section you attend that week.

- **Can I still receive credit for my prep lab work if I miss my learning lab this week?**

No, but your lowest 4 lab marks will be dropped to account for labs missed due to extenuating circumstances.

- **Can my Lab TA approve me as a lab guest?**

No, your TA does not have the authorization to approve guest attendance. Documentation must be processed through the Queen's portal (list PSYC100@queensu.ca as the course email contact).

- **I showed up to lab more than 5 minutes late. Can I still submit my prep work?**

No. Labs are only 50 minutes in length, and missing more than 5 minutes means you've missed more than 10% of the session. Catching up on missed work is disruptive for your team. That said, remember that you will have 4 lab marks automatically dropped to help account for unexpected life events.

PARTICIPANT POOL PARTICIPATION

Students in PSYC 100 have the option of volunteering in psychological research being conducted by faculty and advanced students in the Psychology Department. This is a voluntary activity that is acknowledged by awarding up to 5% bonus marks on top of your final grade (.5% bonus is awarded for every ½ hour of participation up to a max of 5%). These bonus marks will be added to your final grade at the end of the year. Research participation cannot improve a failing grade to a pass.

Although participation is not a requirement, we do consider it to be an integral part of the course and encourage students to contribute up to 5 hours of their time throughout the semester, ending on the last day of classes. Students gain valuable direct experience in methods of psychological investigation, and contribute to research.

Some of the material in PSYC 100 that you are required to learn and think about has to do with the many pitfalls in psychological experimentation. For example, how can you ensure that you are measuring what you think you are measuring? Research questions such as these are not easily answered by textbook examples. Participation in a research study will help you see some of the methodological challenges in psychological science, and some of the solutions to those challenges.

Each study in which your help is solicited has been reviewed in detail and cleared by the Department's Ethics Review Committee. Nevertheless, you may decline to participate, for any reason at all, in any study for which you sign up. You may also direct any ethical concerns to the researcher or Participant Pool Officer.

At the conclusion of each study in which you participate, you should be provided with information about the purpose of the study and other relevant details. The idea is to ensure that your participation will benefit your education, as well as add to the fund of knowledge in psychology. You are warmly encouraged to ask questions about the research in order that you understand fully why the study is being conducted, and what your role is, as a participant.

HOW TO USE THE PARTICIPANT POOL

Each student will receive an email containing instructions and a password to book appointments using the on-line Participant Pool sign-up system (SONA). This email will be sent to your Queen's email by the 3rd week of the term.

For each ½ hour, or portion thereof, of participation in a study, students will receive 0.5% bonus added to their final grade. If you can't find the original email sent to you about the participant pool, just click on the Participant Pool link and follow the instructions for a forgotten password.

Signing up for studies is done through the Participant Pool website.

Students will be able to cancel appointments electronically up to 3 hours prior to their appointment. Please note that students must contact the researcher via email if they need to cancel an appointment 3 hours prior to the appointed time.

Participation in research is entirely voluntary. If you want to earn credit but don't want to participate in a particular study, you can complete an alternative assignment instead. For the alternative assignment, researchers either will offer a walk-through of their experiment, or they will have you to read an article or blog post, listen to a short podcast, or watch a short video and then answer questions about it. Researchers of the particular study for which you wish to get credit will administer the alternative assignment (NOT the course instructor).

Students will be able to track their current appointments, cancelled appointments, penalties assessed and their mark to date, by logging onto the participant pool website.

If you have any questions or concerns regarding your participant pool marks, or should you have any ethical or procedural concerns regarding the conduct of an experiment or experimenter, please contact the Participant Pool Officer, Dr. Stanka Fitneva, by email at fitneva@queensu.ca or 613.533.2363.

FAQ (Frequently Asked Questions)

- **I'm having difficulty logging in to the PSYC 100 Participant Pool to register for a study.**
Please go to the Psyc Dept website, click on the Undergraduate drop down to go to Quick Links (in the bottom right corner), click on Participant Pool Information and click the 'Forgot your password?' option.
Once you click on this link, type in your Queen's email address and you will be sent instructions on how to reset your password so you can log in to the PSYC 100 Participant Pool website.
- **I completed a study through the PSYC 100 Participant Pool but haven't received my credit. Who should I contact?**
Please email the Participant Pool Coordinator at participant.pool@queensu.ca stating your name, student number, the name of the study, and the date you completed it.

For other FAQs, please visit the main Participant Pool website on the dept of Psychology webpage.

TIPS AND SUPPORTS FOR SUCCESS

- Be sure to refer to the Timeline so that you do not miss any deadlines.
- Complete your online lessons *before* completing your weekly assignments. Your readings provide background and support for the activities
- Seek clarification on the General Discussion Board as soon as possible about any confusing concepts.
- Contribute answers to the General Discussion Board.
- Be proactive – do not leave work until the last minute. Computer problems and technical glitches happen and sometimes life just gets in the way! Despite this, you are still responsible for meeting your deadlines.
- Contact Student Academic Support Services for help with writing, and studying for exams. They are located in the Learning Commons at Stauffer Library, and also hold meeting with students who are at a distance. Further, they also host workshops. Please find out more about their services [here](#).
- There are many student wellness supports available to you as you navigate your transition into university. Just a few include:
 - Queen's Student Wellness
 - Queen's On-Campus Student Resources
 - Queen's Community Student Resources

Note that there are no copies of previous final exams available. However, there will be opportunities for exam practice built within the course. Some general suggestions for success include: stay on top of the material, do the activities and self-quizzes as described above, and also practice creating and answering short-answer questions.

NETIQUETTE

In any course you often communicate with your peers and teaching team through electronic communication. You are expected to use the utmost respect in your dealings with your colleagues or when participating in activities, discussions and online communication.

Here is a list of netiquette guidelines. Please read them carefully and use them to guide your communication in this course and beyond.

1. Make a personal commitment to learn about, understand, and support your peers.
 2. Assume the best of others and expect the best of them.
 3. Acknowledge the impact of oppression on the lives of other people and make sure your writing is respectful and inclusive.
 4. Recognize and value the experiences, abilities, and knowledge each person brings.
 5. Pay close attention to what your peers write before you respond. Think through and re-read your writings before you post or send them to others.
 6. It's ok to disagree with ideas, but do not make personal attacks.
 7. Be open to be challenged or confronted on your ideas and challenge others with the intent of facilitating growth. Do not demean or embarrass others.
 8. Encourage others to develop and share their ideas.
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GRADING

All components of this course will receive numerical percentage marks. The final grade you receive for the course will be derived by converting your numerical course average to a letter grade according to Queen's Official Grade Conversion Scale:

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Queen's Official Grade Conversion Scale

Grade	Numerical Course Average (Range)
A+	90-100
A	85-89
A-	80-84
B+	77-79
B	73-76
B-	70-72
C+	67-69
C	63-66
C-	60-62
D+	57-59
D	53-56
D-	50-52
F	49 and below

LOCATION AND TIMING OF FINAL EXAMS

The exam dates for each Term are listed on the Faculty of Arts and Science webpage under "Important Dates." Student exam schedules for the Fall Term are posted via SOLUS immediately prior to the Thanksgiving holiday; for the Winter Term they are posted on the Friday before Reading Week, and for the Summer Term they are individually noted on the Arts and Science Online syllabi. **Students should delay finalizing any travel plans until after the examination schedule has been posted. Exams will not be moved or deferred to accommodate employment, travel/holiday plans or flight reservations.**

CALCULATOR POLICY

As noted in Academic Regulation 9.2, "Calculators acceptable for use during quizzes, tests and examinations are intended to support the basic calculating functions required by most Arts and Science courses. For this purpose, the use of the **Casio 991 series calculator** is permitted and is the only approved calculator for Arts and Science students."

STATEMENT ON ACADEMIC INTEGRITY

Queen's students, faculty, administrators and staff all have responsibilities for upholding the fundamental values of academic integrity; honesty, trust, fairness, respect, responsibility and courage. These values are central to the building, nurturing and sustaining of an academic community in which all members of the community will thrive. Adherence to the values expressed through academic integrity forms a foundation for the "freedom of inquiry and exchange of ideas" essential to the intellectual life of the University (see the Senate Report on Principles and Priorities).

Students are responsible for familiarizing themselves with the regulations concerning academic integrity and for ensuring that their assignments and their behaviour conform to the principles of academic integrity. Information on academic integrity is available in the Arts and Science Calendar (see Academic Regulation 1), on the Arts and Science website, and from the instructor of this course. Departures from academic integrity include plagiarism, use of unauthorized materials, facilitation, forgery and falsification, and are antithetical to the development of an academic community at Queen's. Given the seriousness of these matters, actions which contravene the regulation on academic integrity carry sanctions that can range from a warning or the loss of grades on an assignment to the failure of a course to a requirement to withdraw from the university.

EXAMPLES OF VIOLATIONS OF ACADEMIC INTEGRITY

Students are sometimes unsure of what is considered a violation of academic integrity. The list below is not an exhaustive list of violations, but does provide insight into some actions that do constitute a violation of academic integrity in this course:

- Sharing information with an online test-bank or other source that is not encompassed by the copyright policy
- Accessing possible test questions from an online test-bank
- Copying lab-work from another classmate or source
- Failing to indicate a supporting source in submitted work
- Submitting the work of another as if it is your own
- Selling course materials to anyone (including online study banks)

Please visit these helpful websites to help you make sure that you are able to write things in your own words:

- [Avoiding Plagiarism & Cheating](#)
- [Avoiding Plagiarism - Paraphrasing](#)
- [Quoting and Paraphrasing](#)

If you are unsure whether your work unintentionally violates academic integrity, please check in with your course instructor or Student Academic Success Services.

COMPUTER REQUIREMENTS

Please note that mobile devices are not recommended for the course as they cause several known issues in onQ.

Computer Specifications

- Windows 8.1 or newer
- OS X 10.13 (High Sierra) or newer
- Dual Core 2 GHz processor
- 4 GB RAM
- Soundcard
- USB headset
- Webcam

Supported Browsers

- Chrome (preferred - latest version)
- Firefox (latest version)
- ***Safari is not recommended as it causes several known issues in onQ***
- ***Edge is not recommended as it causes several known issues in onQ***

Internet Connection

- Wired high speed access: Cable or better
- ***Wifi is not recommended***

Java

Media Player

Adobe Reader

COPYRIGHT

Course materials created by the course instructor, including all slides, presentations, handouts, tests, exams, and other similar course materials, are the intellectual property of the instructor. It is a departure from academic integrity to distribute, publicly post, sell or otherwise disseminate an instructor's course materials or to provide an instructor's course materials to anyone else for distribution, posting, sale or other means of dissemination, without the instructor's express consent. A student who engages in such conduct may be subject to penalty for a departure from academic integrity and may also face adverse legal consequences for infringement of intellectual property rights.

PRIVACY STATEMENT FOR EXTERNAL SOFTWARE IN THE COURSE

This course makes use of Crowdmark for exam grading, Turnitin for assignment submission, eCampus Ontario for hosting our textbook, and AROPA for collaborative work. Be aware that by logging into these sites, you will be leaving onQ, and accessing the respective company's website and software. Your independent use of that site, *beyond what is required for the course (for example, purchasing the company's products)*, is subject to the respective company's terms of use and privacy policy. You are encouraged to review these documents, using the link(s) below, before using the site.

- Crowdmark's Privacy Policy
 - eCampus Ontario Privacy Policy
 - Turnitin Privacy and Security Statement
 - AROPA Statement
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TURNITIN STATEMENT

This course makes use of Turnitin, a third-party application that helps maintain standards of excellence in academic integrity. Normally, students will be required to submit their course assignments through onQ to Turnitin. In doing so, students' work will be included as source documents in the Turnitin reference database, where they will be used solely for the purpose of detecting plagiarism.

Turnitin is a suite of tools that provide instructors with information about the authenticity of submitted work and facilitates the process of grading. Turnitin compares submitted files against its extensive database of content, and produces a similarity report and a similarity score for each assignment. A similarity score is the percentage of a document that is similar to content held within the database. Turnitin does not determine if an instance of plagiarism has occurred. Instead, it gives instructors the information they need to determine the authenticity of work as a part of a larger process.

Please read Turnitin's Privacy Pledge, Privacy Policy, and Terms of Service, which governs users' relationship with Turnitin. Also, please note that Turnitin uses cookies and other tracking technologies; however, in its service contract with Queen's Turnitin has agreed that neither Turnitin nor its third-party partners will use data collected through cookies or other tracking technologies for marketing or advertising purposes. For further information about how you can exercise control over cookies, see Turnitin's Privacy Policy.

Turnitin may provide other services that are not connected to the purpose for which Queen's University has engaged Turnitin. Your independent use of Turnitin's other services is subject solely to Turnitin's Terms of Service and Privacy Policy, and Queen's University has no liability for any independent interaction you choose to have with Turnitin.

ACCOMMODATIONS FOR DISABILITIES

this commitment includes arranging academic accommodations for students with disabilities to ensure they have an equitable opportunity to participate in all of their academic activities. The Senate Policy for Accommodations for Students with Disabilities was approved at Senate in November 2016. If you are a student with a disability and think you may need academic accommodations, you are strongly encouraged to contact the **Queen's Student Accessibility Services (QSAS)** and register as early as possible. For more information, including important deadlines, please visit the QSAS website.

ACADEMIC CONSIDERATIONS FOR STUDENTS IN EXTENUATING CIRCUMSTANCES

Queen's University is committed to providing academic consideration to students experiencing extenuating circumstances that are beyond their control and are interfering with their ability to complete academic requirements related to a course for a short period of time, not to exceed three months. Students receiving academic consideration must meet all essential requirements of a course. The Senate Policy on Academic Consideration for Students in Extenuating Circumstances was approved at Senate in April, 2017.

Each Faculty has developed a protocol to provide a consistent and equitable approach in dealing with requests for academic consideration for students facing extenuating circumstances. Arts and Science undergraduate students can find the Faculty of Arts and Science protocol and the portal where a request can be submitted here. Students in other Faculties and Schools who are enrolled in this course should refer to the protocol for their home Faculty.

If you need to request academic consideration for this course, you will be required to provide the name and email address of the instructor/coordinator. Please use the following:

Instructor/Coordinator Name: Meghan Norris

Instructor/Coordinator email address: PSYC100D@queensu.ca

STUDENTS STUDYING OR TRAVELLING ABROAD

If you plan to travel, we strongly recommend that you confirm Internet availability in your host country prior to departure. In the past, students in other countries have been blocked from accessing certain websites relevant to their courses, as well as onQ. It is the responsibility of all students to book travel around course work, as we cannot change the format or timing on assessments or assignments as a result of travel plans.

UNIVERSITY OPERATING DATES

Sep 1	Tuition due
Sep 5	Classes start
Sep 18	Last day to add courses
Sep 18	Last day to drop courses without financial penalty
Nov 7	Last day to change Fall exam centre
	Last day to submit Fall exam accommodation requests (if applicable)
Dec 4-19	Fall Exam Period
Feb 28	Last day to drop without academic penalty
Mar 7	Last day to change Winter exam centre
	Last day to submit Winter exam accommodation requests (if applicable)
Apr 3	Classes end
Apr 9-25	Winter Exam Period