

PALOMAR COLLEGE

Learning for Success

Student – Instructor Contract

As a **student**, I understand that I am responsible for my own success. By signing this contract, I agree to:

- Show up for class every time, on time, and be prepared
- Get the syllabus, refer to it often, and review prerequisites
- Participate in class, connect with other students, and join study groups to enhance my learning
- Write papers clearly and turn them in on time
- Take exams at designated times
- Go to office hours, have specific questions and get to know my instructor
- Set priorities (study time, work, etc.), keep my expectations realistic, and not bite off more than I can chew
- Realize that there are many resources available to me (Library, Counseling, Labs, Tutoring, Financial Aid)
- Earn my grade (not argue for it)

Signature of student

As **faculty**, I understand that I am responsible for guiding my students toward success. By signing this contract, I agree to:

- Be on time – stay whole class- end on time
- Show up for class every time
- Be prepared
- Establish minimum study time
- Hold office hours
- Return messages in timely manner
- Return papers in a timely fashion
- Be willing to answer question in class/during office hours
- Teach to COR
- Stay focused on material
- Be tolerant, fair, respectful, and transparent with grading
- Attempt to learn students' name
- Identify available resources
- Make text available in Library or online
- Clearly explain expectations, grading policy, and testing procedure

Signature of faculty member

