Course Syllabus for CHEM 1202

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Book:	Course Syllabus for CHEM 1202		

Description

The *Moodle book* is a resource that can be used to organize information and multimedia in your course. Click on any of t chapter titles to jump to the section you want to read. You can print this book by clicking on the book title or on a chapt and then clicking the link under the Table of Contents.

This course syllabus is an example of the Moodle book.

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Instructor & Course Information

CHEM 1202: General Chemistry 2 (3 credit hours)

Instructor: Dr. Gerald Schneider
gjschneider@lsu.edu

Please email your instructor or post in the Q&A forum with questions about course content. Every effort will be made to respond within 24 hours.

Catalog description: Additional theory with emphasis on solution chemistry and a quantitative approach; descriptive chemistry of selected elements and compounds from the main groups and the first transition series.

Pre/co-requisites: This is an Integrative Learning Core (ILC) course that awards general education credit. Prereq.: CHEM 1201 or CHEM 1421. Credit will not be given for both this course and CHEM 1422. For science/engineering curricula. Continuation of CHEM 1201.

Course Outcomes and Module Learning Objectives

This course covers the following specific measurable outcomes and learning objectives. All assessments are aligned to these outcomes and objectives.

Course Outcomes

When you complete this course, you will be able to:

1. Demonstrate knowledge of the following theories and underlying principles: chemical equilibrium, acid-based and aqueous equilibria, thermochemistry, chemical thermodynamics, chemical kinetics, and electrochemistry.
2. Demonstrate deductive and inductive reasoning to explore and explain scientific principles.

Module Topics and Learning Objectives

The following is a breakdown of module topics and their associated learning objectives.

Module 1: Chemical Equilibrium

1. Explain what is meant by chemical equilibrium and how it relates to reaction rates (CO 1, CO 2)
2. Write the equilibrium-constant expression for any reaction (CO 1, CO 2)
3. Convert Kc to Kp and vice versa (CO 1, CO 2)
4. Relate the magnitude of an equilibrium constant to the relative amounts of reactants and products present in an equilibrium mixture (CO 1, CO 2)
5. Manipulate the equilibrium constant to reflect changes in the chemical equation (CO 1, CO 2)
6. Write the equilibrium-constant expression for a heterogeneous reaction (CO 1, CO 2)
7. Calculate an equilibrium constant from concentration measurements (CO 1, CO 2)
8. Predict the direction of a reaction given the equilibrium constant and the concentrations of reactants and products (CO 1, CO 2)
9. Calculate equilibrium concentrations given the equilibrium constant and all but one equilibrium concentration (CO 1, CO 2)
10. Calculate equilibrium concentrations, given the equilibrium constant and the starting concentrations (CO 1, CO 2)
11. Use Le Châtelier's principle to predict how changing the concentrations, volume, or temperature of a system at equilibrium affects the equilibrium position (CO 1, CO 2)
12. Given either Ksp, molar solubility, or mass solubility for a substance, calculate the other two quantities (CO 1, CO 2)

Module 2: Acid and Base Equilibrium and Additional Aspects of Aqueous Equilibria

1. Define and identify Arrhenius acids and bases, Brønsted–Lowry acids and bases, and conjugate acid-base pairs (CO 1, CO 2)
2. Correlate the strength of an acid to the strength of its conjugate base (CO 1, CO 2)
3. Explain how the equilibrium position of a proton-transfer reaction relates to the strengths of the acids and bases involved (CO 1, CO 2)
4. Describe the autoionization of water and explain how [H3O+] and [OH-] are related via Kw (CO 1, CO 2)
5. Calculate the pH of a solution given [H3O+] or [OH-], and of a strong acid or strong base given its concentration (CO 1, CO 2)
6. Calculate Ka or Kb for a weak acid or weak base given its concentration and the pH of the solution, and vice versa (CO 1, CO 2)

7. Calculate the pH of a weak acid or weak base or its percent ionization given its concentration and Ka or Kb (CO 1, CO 2)
8. Calculate Kb for a weak base given Ka of its conjugate acid, and similarly calculate Ka from Kb (CO 1, CO 2)
9. Predict whether an aqueous solution of a salt will be acidic, basic, or neutral, and the relative strength of a series of acids from their molecular structures (CO 1, CO 2)
10. Define and identify Lewis acids and bases (CO 1, CO 2)
11. Describe the common-ion effect and how a buffer functions and calculate the pH of a buffered solution (CO 1, CO 2)
12. Calculate the pH of a buffer after the addition of small amounts of a strong acid or a strong base, appropriate quantities of compounds to make a buffer at a given pH, and the pH at any point for an acid–base titration curve (CO 1, CO 2)
13. Estimate the pKa for monoprotic or polyprotic acids from their titration curves (CO 1, CO 2)
14. Given either Ksp, molar solubility, or mass solubility for a substance, calculate the other two quantities (CO 1, CO 2)
15. Qualitatively predict, and quantitatively calculate, the molar solubility of a substance in the presence of a commor ion or at different pH values (CO 1, CO 2)
16. Qualitatively predict whether a precipitate will form when solutions are mixed, and quantitatively calculate the ior concentrations required to initiate precipitation (CO 1, CO 2)
17. Explain the effect of complex-ion formation on solubility and predict how to separate and identify cations based on their solubility characteristics (CO 1, CO 2)

Module 3: Thermochemistry

1. Describe the changes in potential energy that accompany the formation and breaking of chemical bonds (CO 1, CO 2)
2. Distinguish between the system and the surroundings in thermodynamics (CO 1, CO 2)
3. Calculate internal energy from heat and work and state the sign conventions of these quantities (CO 1, CO 2)
4. Explain the concept of a state function and give examples (CO 1, CO 2)
5. Calculate ΔH from ΔE and $P\ \Delta V$ (CO 1, CO 2)
6. Relate q_p to ΔH and indicate how the signs of q and ΔH relate to whether a process is exothermic or endothermic (CO 1, CO 2)
7. Use thermochemical equations to relate the amount of heat energy transferred in reactions at constant pressure (ΔH) to the amount of substance involved in the reaction (CO 1, CO 2)
8. Calculate the heat transferred in a process from temperature measurements together with heat capacities or specific heats (calorimetry) (CO 1, CO 2)
9. Use Hess's law to determine enthalpy changes for reactions (CO 1, CO 2)
10. Use standard enthalpies of formation to calculate $\Delta H°$ for reactions (CO 1, CO 2)
11. Use average bond enthalpies to estimate the reaction enthalpies of reactions where all reactants and products are in the gas phase (CO 1, CO 2)

Module 4: Chemical Thermodynamics

1. Explain and apply the terms spontaneous process, reversible process, irreversible process, and isothermal process (CO 1, CO 2)
2. Define entropy and state the second law of thermodynamics (CO 1, CO 2)
3. Calculate ΔS for a phase change (CO 1, CO 2)
4. Explain how the entropy of a system is related to the number of possible microstates (CO 1, CO 2)
5. Describe the kinds of molecular motion that a molecule can possess (CO 1, CO 2)

6. Predict the sign of ΔS for physical and chemical processes (CO 1, CO 2)
7. State the third law of thermodynamics (CO 1, CO 2)
8. Compare the values of standard molar entropies (CO 1, CO 2)
9. Calculate standard entropy changes for a system from standard molar entropies (CO 1, CO 2)
10. Calculate the Gibbs free energy from the enthalpy change and entropy change at a given temperature (CO 1, CO 2)
11. Use free-energy changes to predict whether reactions are spontaneous (CO 1, CO 2)
12. Calculate standard free-energy changes using standard free energies of formation (CO 1, CO 2)
13. Predict the effect of temperature on spontaneity given ΔH and ΔS (CO 1, CO 2)
14. Calculate ΔG under nonstandard conditions (CO 1, CO 2)
15. Relate ΔG° and equilibrium constant (CO 1, CO 2)

Module 5: Chemical Kinetics

1. List the factors that affect the rate of chemical reactions (CO 1, CO 2)
2. Determine the rate of a reaction by measuring the concentration of a reactant or product as a function of time (CO 1, CO 2)
3. Relate the rate of formation of products and the rate of disappearance of reactants given the balanced chemical equation for the reaction (CO 1, CO 2)
4. Explain the form and meaning of a rate law, including the ideas of reaction order and rate constant (CO 1, CO 2)
5. Determine the rate law and rate constant for a reaction from a series of experiments given the measured rates for various concentrations of reactants (CO 1, CO 2)
6. Apply the integrated form of a rate law to determine the concentration of a reactant at a given time (CO 1, CO 2)
7. Apply the relationship between the rate constant of a first-order reaction and its half-life (CO 1, CO 2)
8. Determine the order of a reaction from a table of reactant concentration as a function of time (CO 1, CO 2)
9. Explain how the activation energy affects a rate and be able to use the Arrhenius equation (CO 1, CO 2)
10. Predict a rate law for a reaction having a multistep mechanism given the individual steps in the mechanism (CO 1, CO 2)
11. Explain the principles underlying catalysis (CO 1, CO 2)

Module 6: Electrochemistry

1. Identify oxidation, reduction, oxidizing agent, and reducing agent in a chemical equation (CO 1, CO 2)
2. Complete and balance redox equations using the method of half-reactions (CO 1, CO 2)
3. Sketch a voltaic cell and identify its cathode, anode, and the directions in which electrons and ions move (CO 1, CC 2)
4. Calculate standard emfs (cell potentials), E °cell, from standard reduction potentials (CO 1, CO 2)
5. Use reduction potentials to predict whether a redox reaction is spontaneous (CO 1, CO 2)
6. Relate E_cell^0 to ΔG° and equilibrium constants (CO 1, CO 2)
7. Calculate emf under nonstandard conditions (CO 1, CO 2)
8. Identify the components of common batteries (CO 1, CO 2)
9. Describe the construction of a lithium-ion battery and explain how it works (CO 1, CO 2)
10. Describe the construction of a fuel cell and explain how it generates electrical energy (CO 1, CO 2)
11. Explain how corrosion occurs and how it is prevented by cathodic protection (CO 1, CO 2)
12. Describe the reactions in electrolytic cells (CO 1, CO 2)
13. Relate amounts of products and reactants in redox reactions to electrical charge (CO 1, CO 2)

Module 7: Comprehensive Final Exam

1. Course Outcome 1: Demonstrate knowledge of the following theories and underlying principles: chemical equilibrium, acid-based and aqueous equilibria, thermochemistry, chemical thermodynamics, chemical kinetics, and electrochemistry.
2. Course Outcome 2: Demonstrate deductive and inductive reasoning to explore and explain scientific principles.

Course Materials and Resources

Required Materials

The following materials are required for this course:

Brown, T. L., LeMay, H. E., Bursten, B. E., Murphy, C. J., Woodward, P. M., Stoltzfus, M. W., & Lufaso, M. W. *Chemistry: The central science* (14th ed.). Pearson. 2018 ISBN: 978-0134414232

Please see below for instructions for accessing your eTextbook and activities at the publisher site.

Ordering Information

Please review the following tips for ordering your course materials:

1. Do not purchase your textbooks until your enrollment is approved. During the processing period, a new section may be opened that could require a different textbook or edition.
2. Courses with special access codes require that students use the direct links to the publisher site.
3. Always order by the ISBN. Publishers and vendors often offer the same textbook title under different ISBNs. You must have the correct ISBN to access your online website.
4. If you are having problems locating a textbook, contact us at Answers@outreach.lsu.edu for assistance.

Instructions for Publisher Tools

This course requires subscription to Pearson: Mastering Chemistry for readings and completion of module activities tha are linked in each module. Carefully read the following instructions for subscribing to the site and accessing your course materials.

Mastering Chemistry is easily accessible through your enrollment using the linked assignments in each module. Using these links will automatically register for your corresponding Pearson: Mastering Chemistry course. Follow the steps below to (1) either create a new Pearson account or log in with your existing account, (2) either enter an access code that came with your textbook or purchase access online, and (3) access your Pearson course materials. With this, you will have unlimited access to your course assignments through the duration of the course. You are required to buy a copy of the textbook, either digital or print, which is listed above. You may choose to purchase a textbook that comes with access to Mastering Chemistry or purchase access online using the directions in the video below.

Using Mastering Chemistry

In Module 1 you will see a list of links to each of your assignments in Pearson. When you click on one of these options you will be prompted to purchase and connect to your Pearson account for this course. If you are new to Pearson, follow the prompts to create a Student Account. After logging in to Pearson, you will need to enter an access code or purchase access to your course.

System Check

To check whether your computer meets the requirements for using Pearson: Mastering Chemistry, **click here to review system requirements**.

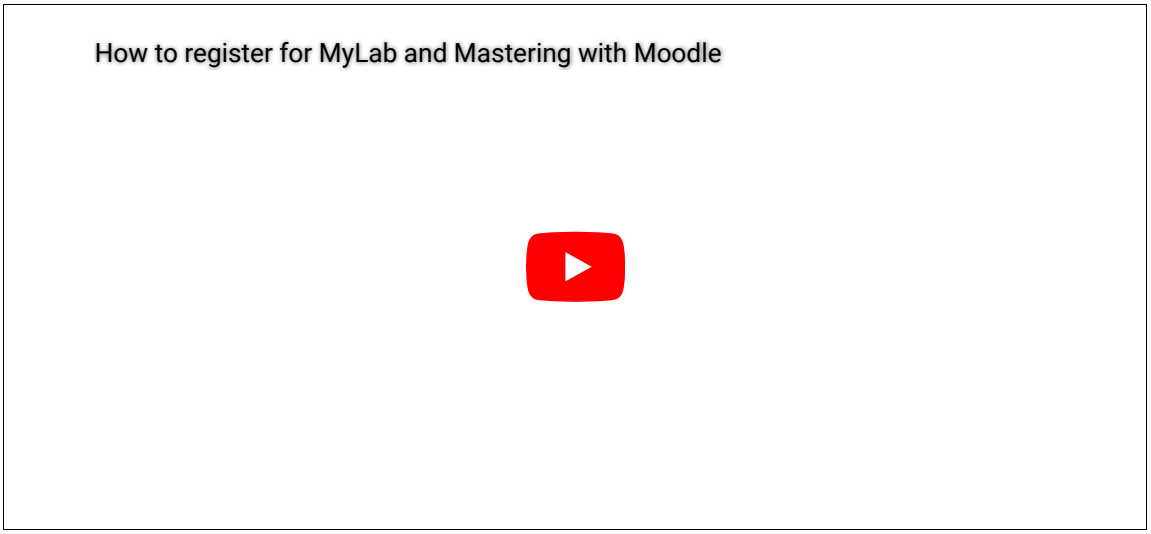
Privacy and Accessibility

Please be aware that in using your Pearson course materials, certain information may be collected and used in other

locations. For details, see Pearson's privacy policy.

If you have concerns about accessibility or would like to request accommodations, contact Pearson support. You can read about Pearson's accessibility features on their Accessibility page.

Watch the video below for instructions on how to gain access to your Pearson: Mastering Chemistry course.



Technical Information and Assistance

Technical Help

If you have questions about the functionality of your course, review the GROK article **LSU Online Technical Requirements** to make sure you have the right equipment and software.

If you have any technical problems or questions, email CE Learner Services at **Answers@outreach.lsu.edu** or call (225) 578-2500. Be sure to mention your name, course number, and section.

Grading and Course Work

This course covers an entire semester of work or the equivalent of a classroom course lasting 15 weeks or 135 hours. You will find some modules are longer than others and may require more time and effort on your part. Do not expect to complete each module in a single study session. Understand, too, that if you choose to submit assignments at a very high pace, your instructor may not be able to grade your work at the same rate.

Your grade in this course will be determined by the specific activities and assessments described in this syllabus. You will have a checklist in each module that instructs you on how to work through the materials and activities. In the following subchapters you will find details about each type of activity and assessment, as well as the grade breakdown and grading scale. Specific expectations for each graded item are included within these subchapters. Make sure you read all of the instructions!

Grade Breakdown and Grading Scale

You must pass the Final Exam to pass the course.

If you earn a passing grade on the Final then your grade will be calculated as follows:

Components	**Weight (%)**
Syllabus Quiz	2%
Introduction to Pearson assignment	2%
Homework assignments	36%
Practice Exams	20%
Mid-Course Exam	20%
Final Exam	20%

The following grading scale applies:

97%–100% = A+
93%–96% = A
90%–92% = A-
87%–89% = B+
83%–86% = B
80%–82% = B-
77%–79% = C+
73%–76% = C
70%–72% = C-
67%–69% = D+
63%–66% = D
60%–62% = D-
0%–59% = F

Pearson Assignments

Content

Each module contains an assortment of short assignments that will test your knowledge of the information covered in the readings and resources. Navigate to Pearson: Mastering Chemistry by clicking each assignment link in this Moodle course, then read the instructions and begin your attempt.

Timing and Takes

You can attempt each assignment once and they are not timed. All assignments for the course total 400 points or 40% of your course grade (20 points for the Syllabus Quiz, 20 points for the Introduction to Pearson assignment, and 360 points for all other content-related assignments).

Grading and Review

Your assignments will be automatically graded, and you will see your score after you submit. You will be able to review your answers when you are finished.

Practice Exams

Content

Modules 1, 2, 4 and 6 contain one practice exam each that will test your knowledge of the information covered in that particular module's readings and resources. Navigate to Pearson: Mastering Chemistry using the link in this Moodle course, then read the instructions and begin your attempt.

Timing and Takes

You can attempt each practice exam once and they are not timed. All practice exams for the course total 200 points or 20% of your course grade (50 points for each of the four exams).

Grading and Review

Your practice exams will be automatically graded, and you will see your score after you submit. You will be able to review your answers when you are finished.

Mid-Course/Final Exams and Proctoring

An exam may not be taken until all of the modules covered in that exam have been completed. Exams must be taken in order (e.g., a mid-course exam must be taken before the final exam), and the final exam cannot be taken during the first three weeks of enrollment. You must have a grade on the last assignment before the final exam.
Carefully read the following information, which is also listed in the exam modules in your course. Navigate to those exam modules when you are ready to take your exams.

Content

The Mid-Course Exam covers content from Modules 1-3 and is worth 200 points (or 20%) of your final grade. The Final Exam covers content from Modules 1-6 and is also worth 200 points (or 20%) of your final grade. Questions on the exam will be in multiple-choice format. These questions will be similar to what you see in your practice exams. There are 50 questions on the mid-course exam, 45 questions on the final exam, and you will have 50 minutes to complete each exam.

Testing Rules

- Exams require all preceding module assignments to be completed and graded.
- You will have 50 minutes to complete your exam.
- Exams will be completed under proctor supervision.
- No restroom breaks are allowed.
- You are allowed to use a non-programmable scientific calculator and a whiteboard, pen, and eraser.
- You are not allowed to reference your textbook, course notes, or any materials using a cell phone or other device during the exam. You are not allowed to use any materials besides those explicitly stated above.

To read the full exam policy and other policy statements, visit ODL's **Policy page**.

Proctoring Information: ProctorU

To take exams in this course, you will use the proctoring service ProctorU. You cannot use an account created through another university, so if you already have an account, you will still need to create an account associated with LSU Online Distance Learning (ODL). When you are ready to create your account, visit the **Louisiana State University ODL ProctorU portal**. When you create your account, you will have access to the following items:

- *Login:* used to access your account and schedule appointments
- *Sign Up:* used to create your account and request a Login ID
- *Technical Specifications:* provides specifications and a link to test your equipment
- *How It Works:* video explaining testing process
- *Getting Started:* instructions for first time users
- *Contact Us:* provides contact information for ProctorU

The **ProctorU Live Resource Center** provides information on:

- How ProctorU works
- What to expect when testing
- Technical requirements, and more.

Exam appointments are reserved on a first-come, first-served basis. Schedule your exams as early as possible so that you can choose the times that are best for you and so you will have enough time to prepare. Please note

that if you schedule your exam fewer than seventy-two hours before your chosen day and time, additional premium scheduling fees may be assessed. The ProctorU **Test-Taker Knowledge Base** contains more information about scheduling and premium fees.

Proctored Exam Reviews

Students who have completed an exam and desire to review the results of their exam attempt must request an exam review. Students should follow the instructions provided in each exam module carefully in order to make sure that the exam will be available for their review appointment.

Course Policies

Carefully read the following important policies that apply to taking a course through LSU ODL. For a complete list of our program policies, visit our **Policies page**.

Engagement and Participation

Please check into your Moodle course frequently to keep track of your work. An online course requires you, the student, to be in control of your learning. In a face-to-face (F2F) course, instructors can play a much bigger role in actively directing your learning, since they see you two or three times a week. In an online course, it takes a lot more work in designing an appropriate learning environment, so that you can learn at your own pace. Since you are in control, you need to be disciplined enough to complete assignments on a regular basis and stay up to date with the course.

Timely communication is an e-learning best practice. Check your email and the News and Announcements Forum on the course front page regularly to make sure you do not miss any communications from your instructor.

Academic Integrity

Academic Misconduct

Students in Online Distance Learning (ODL) courses must comply with the LSU Code of Student Conduct. Suspected violations of the academic integrity policy may be referred to **LSU Student Advocacy & Accountability (SAA)**, a unit of the Dean of Students. If found responsible of a violation, you will then be subject to whatever penalty SAA determines and will forfeit all course tuition and fees. ODL reserves the right to deny enrollment to any applicant or to discontinue the enrollment of any student who is in violation of the ODL academic integrity policy.

To read more, please visit our **policies page**.

Unauthorized Assistance

Unauthorized collaboration constitutes plagiarism. Collaborative efforts that extend beyond the limits approved by the instructor are violations of the academic integrity policy. Students who study together are expected to prepare and write their own individual work for submission and grading.

Examinations

LSU has very strict regulations regarding the administration of exams that must be carefully followed by proctors and students. Examinations must represent the enrolled student's own work and must be completed under the supervision of the proctor without the assistance of books, notes, devices, or other help, unless specified otherwise in the exam directions or as part of accommodations approved by Disability Services.

The student must pay for any cost involved in having an exam supervised.

If ODL has any question or concern about the administration of an exam, LSU reserves the right, at its sole discretion, to require a student to retake an examination. If asked to retake an exam, you will be notified within thirty days of the original examination. Grades will be awarded on the basis of the second exam only.

Accessibility

A learner with a disability is entitled by law to equal access to university programs. Two federal laws protect persons with disabilities in post-secondary education: the Rehabilitation Act of 1973 (Pub. L. No. 93-112, as amended), the 1990 Americans with Disabilities Act (Pub. L. No. 101-336) and the ADA Amendments Act (Pub. L. No.110-325). LSU A&M is committed to ensuring that its websites, online courses, and all online materials are accessible to people with disabilities.

Online Distance Learning (ODL) will make appropriate, reasonable accommodations for students with disabilities. Specific accommodations must be determined by LSU Disability Services or by the equivalent office at the student's own institution. Accommodations may be permitted for lesson assignments as well as for exams.

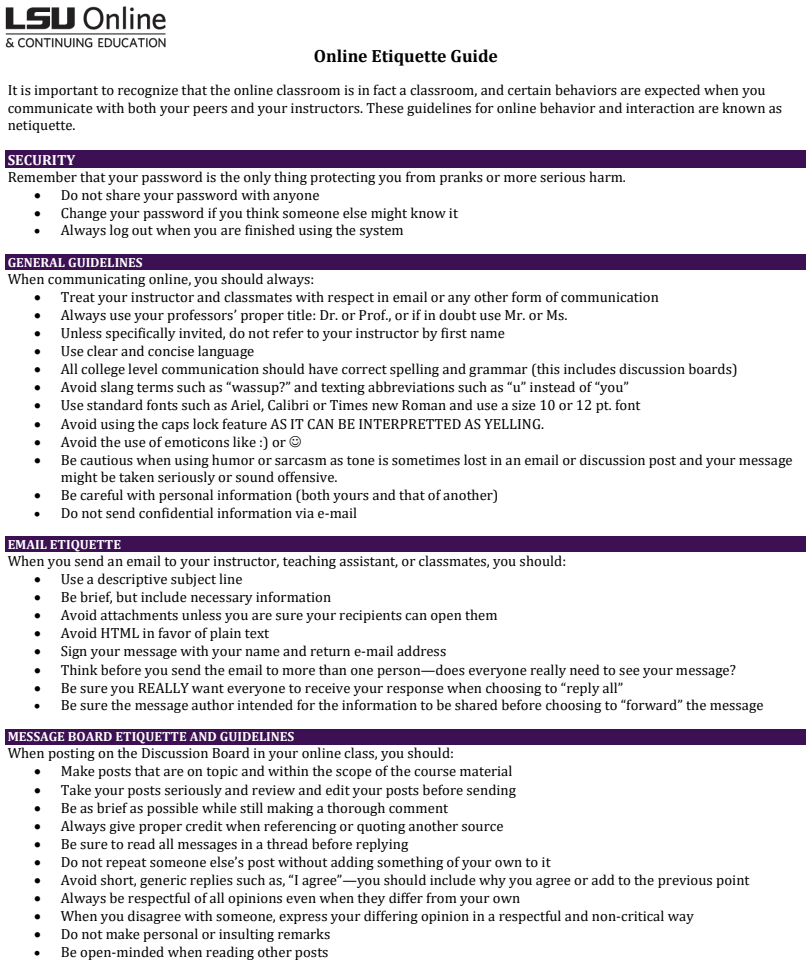
- If you are an LSU Student with a disability and need assistance to obtain or arrange reasonable accommodations, contact LSU Disability Services each time you enroll.
- If you are not an LSU student and have approved accommodations with your home institution, ODL will need official verification of those accommodations.
- If you are not an LSU student and not enrolled in another institution, you should contact LSU Disability Services for assistance.

If you have accessibility needs that we can help with, visit the **LSU Disability Services page** and register for accommodations before you begin your course work.

Netiquette

Communication in the online classroom comes across differently than the communication we are accustomed to through academic writing and face-to-face classroom discussion. Use online etiquette guidelines like the ones listed in the document below to craft your communication.

You can also read **The Core Rules of Netiquette** by Virginia Shea (1994) to understand the human aspect of online communication.



LSU Online & CONTINUING EDUCATION

Online Etiquette Guide

It is important to recognize that the online classroom is in fact a classroom, and certain behaviors are expected when you communicate with both your peers and your instructors. These guidelines for online behavior and interaction are known as netiquette.

SECURITY

Remember that your password is the only thing protecting you from pranks or more serious harm.

- Do not share your password with anyone
- Change your password if you think someone else might know it
- Always log out when you are finished using the system

GENERAL GUIDELINES

When communicating online, you should always:

- Treat your instructor and classmates with respect in email or any other form of communication
- Always use your professors' proper title: Dr. or Prof., or if in doubt use Mr. or Ms.
- Unless specifically invited, do not refer to your instructor by first name
- Use clear and concise language
- All college level communication should have correct spelling and grammar (this includes discussion boards)
- Avoid slang terms such as "wassup?" and texting abbreviations such as "u" instead of "you"
- Use standard fonts such as Ariel, Calibri or Times new Roman and use a size 10 or 12 pt. font
- Avoid using the caps lock feature AS IT CAN BE INTERPRETTED AS YELLING.
- Avoid the use of emoticons like :) or ☺
- Be cautious when using humor or sarcasm as tone is sometimes lost in an email or discussion post and your message might be taken seriously or sound offensive.
- Be careful with personal information (both yours and that of another)
- Do not send confidential information via e-mail

EMAIL ETIQUETTE

When you send an email to your instructor, teaching assistant, or classmates, you should:

- Use a descriptive subject line
- Be brief, but include necessary information
- Avoid attachments unless you are sure your recipients can open them
- Avoid HTML in favor of plain text
- Sign your message with your name and return e-mail address
- Think before you send the email to more than one person—does everyone really need to see your message?
- Be sure you REALLY want everyone to receive your response when choosing to "reply all"
- Be sure the message author intended for the information to be shared before choosing to "forward" the message

MESSAGE BOARD ETIQUETTE AND GUIDELINES

When posting on the Discussion Board in your online class, you should:

- Make posts that are on topic and within the scope of the course material
- Take your posts seriously and review and edit your posts before sending
- Be as brief as possible while still making a thorough comment
- Always give proper credit when referencing or quoting another source
- Be sure to read all messages in a thread before replying
- Do not repeat someone else's post without adding something of your own to it
- Avoid short, generic replies such as, "I agree"—you should include why you agree or add to the previous point
- Always be respectful of all opinions even when they differ from your own
- When you disagree with someone, express your differing opinion in a respectful and non-critical way
- Do not make personal or insulting remarks
- Be open-minded when reading other posts

You can click here to download the PDF file.

Diversity Statement

Diversity is fundamental to LSU's mission and the University is committed to creating and maintaining a living and learning environment that embraces individual difference. Cultural inclusion is of highest priority. LSU recognizes that achieving national prominence depends on the human spirit, participation, and dedicated work of the entire university community. Through its Commitment to Community, LSU strives to create an inclusive, respectful, intellectually challenging climate that embraces individual difference in race, ethnicity, national origin, gender, sexual orientation, gender identity/expression, age, spirituality, socioeconomic status, disability, family status, experiences, opinions, and ideas. LSU proactively cultivates and sustains a campus environment that values open dialogue, cooperation, shared responsibility, mutual respect, and cultural competence—the driving forces that enrich and enhance cutting-edge research, first-rate teaching, and engaging community outreach activities.

Extensions

An extension of enrollment is available. The extension extends the enrollment period two months for a fee of $75. Only one extension is available per course enrollment. Requests for an extension must be received in our office prior to the expiration date to avoid being dropped from the course and receiving a “W” in the course.

Request an extension

Transcript Information

After you have completed this course, your grade will be filed with the Office of the University Registrar. If a transcript is needed, it is your responsibility to make a request to the registrar. If you would like to order a transcript, visit the **Office of the University Registrar Transcript Requests** page to view your options.