

## **Student Information Sheet and Memorandum of Understanding**

*NOTE: This should be a mandatory assignment, signed and submitted during first week of class*

**Student Name:**

**Student ID#**

**Anticipated Date of Graduation:**

**Program of Study:**

**Email address (GTC):**

**Mailing Address:**

**Phone:**

**Home:**

**Cell:**

**NOTE:**

- I have read the syllabus and the addendum to the syllabus.
- I understand that good attendance is a direct correlation for student success in a Public Speaking course. Participation grades will be awarded during class time only and can not be made up if I am absent. In-class participation assignments may not be made up at a later date. I understand that if I am over 10 minutes late for class or leave more than 10 minutes before the end of class, it will be documented.
- I understand that late work is not acceptable and will result in a grade penalty. Assignments posted after the due date will receive feedback but will not receive a grade.
- I understand that it is my responsibility to purchase the required textbook and have access to a computer, the internet, and video equipment to film my speeches.

**Student's Signature:**

**Date:**