

***Reaching All Students: Differentiating Instruction for Learners***  
**Course Credit Policies**

**Attendance, Participation and Online Expectations:**

- Participants are expected to log into the course, read updated information and postings, and participate accordingly at least 3 days per week. (For the purposes of this course, a week is defined Monday through Sunday.)
- Participants are expected to be professional and honest when posting assignments.
- Participants are expected to be respectful, professional and honest when providing constructive criticism to peers. Participants are encouraged to visit [www.onlinenetiquette.com](http://www.onlinenetiquette.com).
- Technical problems should be addressed immediately (call 1-800-462-9041 9 AM – 5 PM M-F)

**Assignments:**

- Assignments must be submitted by 11:59:59 P.M. of the due date.
- Prior to the course beginning, participants must read all expectations and determine whether all objectives, requirements, and schedule deadlines are able to be met.
- Plagiarism is unacceptable and will result in loss of in-service credit. Participants are expected to cite sources used during assignment completion.
- Assignments needing corrections may be revised and resubmitted within two days of instructor's feedback.

**Late Assignments:**

- Postings/assignments submitted after the due date must be posted in the "Late Submission" thread within 24 hours from the due date. Late assignments will lose seat time credit.

**Feedback and Assessment:**

- Participants may ask questions pertaining to the course in the "Questions" thread.
- Assignments will be assessed through the use of assignment rubrics.

**Prerequisite Skills/Requirements:**

- Participants need to know how to download, attach and create documents in Microsoft Office/Word
- Participants need consistent access to the Internet and must have use of email.

**Recommendation for In-service Credit**

- Participants will be recommended for in-service credit upon satisfactory completion of the course. Satisfactory completion is based on the equivalent hours of, minimally, satisfactorily submitted assignments.
- Participants must adhere to all course policies.