

Week #2 September 17th (In Class)

- Introduction to the CJUS (Criminal Justice Undergrad Society)
- Ian Gibbs, Saanich Police volunteer program and Tara Gilroy-Scott, Vic PD
- D2L Orientation

Week #3 September 24th (In Class)

- Professionalism
- Volunteering discussion & presentation
- Assignment #2

Week #4 October 1st (In Library Computer Lab)

- Library skills session #1
- Assignment #3

No class – October 8th - Thanksgiving

Week #5 October 15th (In Library Computer Lab)

- Library skills session #2
- Assignment #4

Week #6 October 22th (In Class)

- The Web Declare process
- Co-op and Internship options

Week #7 October 29th (In Class)

- APA Style
- Formatting academic papers
- Title pages
- References

Week #8 and #9 (Self-paced; Online)

- Modules 1 and 2
- Time Management & Self care
- Academic Writing
- Assignment #5 (To be placed in Dropbox on D2L)

Weeks #10 & #11 (Self-paced; Online)

- Volunteerism
- Service Learning
- Assignment #6 (To be placed in Dropbox on D2L)

Week #12 December 3rd (In Class)

- Volunteerism discussion
- Wrap-up & Review

4. Basis of Student Assessment (Weighting)

Course Grading (Complete / Incomplete)

Due Date: Week 12, December 3, 2018

To receive a complete grade for this course you will need to have completed all six (6) assignments with adequate achievement. Assignments will be noted as complete or incomplete. Assignments that show a lack of engagement, lack of focus, and/or lack of effort will be noted as incomplete. If your assignment is incomplete, you will be informed as such and will need to redo the assignment before class on December 3rd. All assignments must be completed to receive a pass in this course.

6. Grading System

Standard Grading System (GPA)

Competency Based Grading System

7. Recommended Materials to Assist Students to Succeed Throughout the Course

8. College Supports, Services and Policies



Immediate, Urgent, or Emergency Support

If you or someone you know requires immediate, urgent, or emergency support (e.g. illness, injury, thoughts of suicide, sexual assault, etc.), **SEEK HELP**. Resource contacts @ <http://camosun.ca/about/mental-health/emergency.html> or <http://camosun.ca/services/sexual-violence/get-support.html#urgent>

College Services

Camosun offers a variety of health and academic support services, including counselling, dental, disability resource centre, help centre, learning skills, sexual violence support & education, library, and writing centre. For more information on each of these services, visit the **STUDENT SERVICES** link on the College website at <http://camosun.ca/>

College Policies

Camosun strives to provide clear, transparent, and easily accessible policies that exemplify the college's commitment to life-changing learning. It is the student's responsibility to become familiar with the content of College policies. Policies are available on the College website at <http://camosun.ca/about/policies/>. Education and academic policies include, but are not limited to, Academic Progress, Admission, Course Withdrawals, Standards for Awarding Credentials, Involuntary Health and Safety Leave of Absence, Prior Learning Assessment, Medical/Compassionate Withdrawal, Sexual Violence and Misconduct, Student Ancillary Fees, Student Appeals, Student Conduct, and Student Penalties and Fines.

A. GRADING SYSTEMS <http://camosun.ca/about/policies/index.html>

The following two grading systems are used at Camosun College:

1. Standard Grading System (GPA)

Percentage	Grade	Description	Grade Point Equivalency
90-100	A+		9
85-89	A		8
80-84	A-		7
77-79	B+		6
73-76	B		5
70-72	B-		4
65-69	C+		3
60-64	C		2
50-59	D		1
0-49	F	Minimum level has not been achieved.	0

2. Competency Based Grading System (Non GPA)

This grading system is based on satisfactory acquisition of defined skills or successful completion of the course learning outcomes

Grade	Description
COM	The student has met the goals, criteria, or competencies established for this course, practicum or field placement.
DST	The student has met and exceeded, above and beyond expectation, the goals, criteria, or competencies established for this course, practicum or field placement.
NC	The student has not met the goals, criteria or competencies established for this course, practicum or field placement.

B. Temporary Grades

Temporary grades are assigned for specific circumstances and will convert to a final grade according to the grading scheme being used in the course. See Grading Policy at <http://camosun.ca/about/policies/index.html> for information on conversion to final grades, and for additional information on student record and transcript notations.

Temporary Grade	Description
I	<i>Incomplete:</i> A temporary grade assigned when the requirements of a course have not yet been completed due to hardship or extenuating circumstances, such as illness or death in the family.
IP	<i>In progress:</i> A temporary grade assigned for courses that are designed to have an anticipated enrollment that extends beyond one term. No more than two IP grades will be assigned for the same course.
CW	<i>Compulsory Withdrawal:</i> A temporary grade assigned by a Dean when an instructor, after documenting the prescriptive strategies applied and consulting with peers, deems that a student is unsafe to self or others and must be removed from the lab, practicum, worksite, or field placement.