SOUTH DAKOTA BOARD OF REGENTS
ACADEMIC AFFAIRS FORMS
Revisions to General Education Requirements

Use this form to request any change to the General Education Requirements specified in Policy 2.3.7 – Undergraduate General Education Requirements.

NOTE: This process does not include approval for the development of a new course. If the proposal does include the development of a new course, the new course process must be completed before the course will be considered for inclusion in any set of the General Education Requirements

NSU	School of Fine Arts/Art	*Erin Fouberg*	10/7/2026
Institution	Division/Department	Institutional Approval Signature	Date
	Epiphany Knedler	Kenneth Boulton	
Institution	Form Initiator	Dean's Approval Signature	Date
Institution	Division/Department	Institutional Approval Signature	Date

Indicate (X) the revision(s) that is being proposed (more than one may be checked).

_____ Revision to an approved course
X Addition of a course to the set of approved courses
_____ Deletion of an approved course from the set of approved courses

Section 1. Provide a Concise Description of the Proposed Change

This revision proposes adding additional courses to the SGR #4, Humanities and Fine Arts, including: ARTD 113 Introduction to Digital Media and ART 260 Digital Photography.

Section 2. Provide the Effective Date for the Proposed Change

Fall 2027

Section 3. Provide a Detailed Reason for the Proposed Change

These courses support the goals of SGR #4 by engaging students in the study and practice of the visual arts while developing creative expression, visual literacy, critical thinking, problem-solving, and an understanding of artistic processes and cultural contexts. Each course provides students with direct experience in creating, analyzing, and communicating through visual media.

ART 260 Digital Photography introduces students to the creative and conceptual possibilities of digital photography. Students develop technical skills in camera operation, digital image creation, editing, and composition while considering photography as a means of visual communication and artistic expression. The course encourages students to critically evaluate images and develop intentional approaches to creating and interpreting photographic work.

ARTD 113 Introduction to Digital Media introduces students to fundamental concepts and processes in digital visual media. Students explore digital tools and techniques while developing

creative projects that emphasize visual communication, design, problem-solving, and critical engagement with contemporary digital culture. The course provides students with foundational digital media skills applicable across disciplines.

Adding these courses to SGR #4 will increase student choice and access to the arts while reflecting the contemporary range of practices through which students encounter and create visual art. Together, the courses provide complementary pathways into ceramics, photography, and digital media and strengthen the university's general education curriculum by incorporating both traditional studio practices and contemporary digital forms of artistic expression.

Section 4. Provide Clear Evidence that the Proposed Modification will Address the Specified Goals and Student Learning Outcomes

Adding ART 260 Digital Photography and ARTD 113 Introduction to Digital Media to SDBOR SGR #4 will provide students with additional opportunities to achieve the stated goal:

GOAL #4: Students will understand the variability and complexity of the human experience through study of the arts and humanities.

Each proposed course addresses this goal by engaging students in the study, creation, interpretation, and discussion of visual art. Through different media and artistic practices, students examine how individuals and cultures use art to communicate ideas, express experiences, explore identity, interpret their surroundings, and respond to social and cultural issues.

ART 260 Digital Photography addresses Goal #4 by examining photography as a means of documenting, interpreting, and communicating human experience. Students create and analyze photographic images while considering how choices involving subject matter, composition, context, and digital manipulation influence meaning. Students engage with photography's ability to represent individuals, communities, places, events, and diverse perspectives, developing a more critical understanding of how images shape perceptions of the world.

ARTD 113 Introduction to Digital Media addresses Goal #4 through exploration of digital media as a contemporary form of artistic and cultural expression. Students create and interpret digital artwork while examining how technology influences communication, creativity, identity, and cultural experience. Projects and discussions encourage students to consider multiple perspectives and how digital visual media can communicate ideas and experiences across different communities and cultures.

Collectively, these courses provide students with multiple ways to explore the **variability and complexity of human experience** through artistic practice. Students demonstrate their learning through creative projects, visual analysis, critique, discussion, and written or oral reflection. These activities require students to consider both their own perspectives and those of others, recognize that artistic expression is shaped by cultural and individual contexts, and understand how the arts contribute to our interpretation of the human experience.

Adding these courses to SGR #4 will therefore expand student access to the arts while strengthening the general education curriculum through meaningful engagement with traditional, photographic, and contemporary digital forms of artistic expression.

Section 5. Provide a Copy of all Course Syllabi and Other Supporting Documentation

See attached.

ART 260 ● Digital Photography ● 3 credit hours
Fall 2027

Instructor's Information

Instructor's name:

Instructor's contact information:
Office location:
Office hours:
Email Response Time: Please allow for at least 48 hours for responses.
Scheduling Appointments: Please email me to schedule in person or Zoom appointments.

Course Information

Meeting Time and Location: Spafford Hall 106

Catalog Course Description: Digital Photography will develop students' skills in pixel-based photography. Students will recognize the similarities and differences between conventional film and digital photography. Using imaging software, they will access appropriate images for enhancement and creative image manipulation, to equip students to produce satisfying and meaningful art using digital photography.

Course Prerequisites: None

Required Textbooks and Supplementary Materials:

- Method of taking notes (laptop, notebook, etc.)
- A reliable computer
- Digital Camera: either a DSLR or a cell phone camera will work
- Adobe Photoshop: you can get the Photoshop package for $19.99/mo or use a lab on campus.
- High-Speed Internet Connection: (e.g. DSL or Cable).

Course Policies

Attendance Policy: The course is asynchronous. Students are to submit work by posted due dates. Participation is essential.

Description of Instructional Methods: This is a studio course implemented asynchronously, where we will not meet at a designated time. As a studio course, information is given through lectures, demonstrations, and outside research is applied to hands-on projects that develop critical and creative processes. Classes will be given online with videos available as well as individual meetings through Zoom. Students are expected to complete between three to six hours of "assignment" work (lectures, videos, activities) and two to four hours of homework a week, on average.

Assignment or Exam Make-Up Policy: No late work will be accepted without a grade penalty unless there is prior written approval from the instructor. Late work will be accepted with a decreased letter grade each day (For example, if an 'A' assignment is turned in one day late, it will receive a 'B', two days late will receive a 'C', etc.) for each assignment except the final portfolio. No late final portfolios will be accepted.
All assignments are given a due date. Project Submissions will close after the due date. Non-participation in these activities will be given a "0" for the assignment; these may only be made up with instructor approval. Please contact me as soon as you realize there may be a problem with completing any assignments.

Please allow enough time to be able to complete all your assignments. Computer issues may crop up at any time. Do not wait until the last minute to do assignments! "My computer was broken." OR "My internet was not working," will not be accepted as reason for not doing assignments online. You should also download all necessary software as it is needed. Being unable to download without communication with me will not be an excuse.

Multiple Submission Policy: The submission of substantial portions of the same academic work for credit more than once without authorization from the faculty member who receives the later submission.

> An example of multiple submissions:
> Submitting the same essay for credit in two courses without first receiving written permission; making minor revisions to an assignment that has already received credit in a course and submitting it in another class as if it were new work.

Extra Credit Opportunities: Opportunities for extra credit may be available throughout the semester. These will take the form of extra research assignments, videos, or responses. Please inquire about extra credit if any questions arise.

Student Work Release: Students understand that enrollment in this course grants consent for their work to be selected for inclusion in college or departmental publications (online or in print). Your instructor may select to use your work to represent her/his skills as an instructor in a teaching portfolio (online or in print) or in subsequent classes.

Content Consideration Statement: Please be considerate of your classmates' ideas and keep an open mind about the artists, cultures, and ideas we look at. Students may be introduced to projects dealing with controversial issues including the political, the personal, the intimate, death, religion, graphic imagery, and nudity to aid in the understanding of the image and history. If at any point a student feels uncomfortable with the content, I encourage them to contact me so we can address this. The classroom is a learning facility but should be a safe, comfortable, and communal space.

No Generative AI Usage Permitted: For the duration of this course, the use of Generative AI in assignments is strictly prohibited. Assignments are opportunities for personal growth, critical thinking, and applying your acquired knowledge. Your individual effort and creativity are essential in demonstrating your understanding of the course material. Dependence on AI undermines these objectives and compromises the integrity of the learning process. We appreciate your commitment to academic honesty and dedication to upholding this course's principles by refraining from using Generative AI in your assignments.

Course Goals:

SGR GOAL #4: Students will understand the variability and complexity of the human experience through study of the arts and humanities.

Student Learning Outcomes: As a result of taking courses meeting this goal, students will

a. Demonstrate knowledge of the variability of values, beliefs, practices or ideas embodied in the human experience, and

b. Demonstrate basic understanding of concepts of the selected discipline within the arts and humanities

c. Demonstrate ability to express creative, aesthetic, formal or stylistic elements of the disciplines.

d. Identify and explain cultural contributions from the perspective of the selected disciplines within the arts and humanities.

Measurable Student Learning Outcomes:

Upon successful completion of this course, students will be able to:

- Create photographic projects that are imaginative, thoughtful, and original.
- Gain basic technical proficiency with a DSLR camera or manual camera app and Adobe Photoshop.
- Understand major photographic trends from the history of the medium.
- Interpret and discuss introductory theoretical readings about photography.
- Demonstrate knowledge of digital photographic software, tools, and techniques
- Develop and analyze ideas of visual communication through work.

Course Assessments:

- **Projects*:*** There will be a number of assignments for each area we cover. The number and frequency will depend on class performance, how the class is moving forward as a whole, and my discretion. I will announce when the assignments will be due.
- **Culture Card**: Part of your grade for this class will be to attend 5 Art and Culture events in your community. This can be going to a gallery, attending workshops, performances, visiting local museums/cultural centers. This could also be arts and culture related community service such as helping out with festivals/events/etc. A list of events happening around USD and South Dakota will be continuously updated on D2L.
- **Participation + Work Ethic**: This grade is based on following the due dates for assignments, being respectful to your classmates, completing assignments, and opening communication with your classmates and/or instructor when you have questions.

Performance Standards/Grading Policy:

The grade you earn shall be determined by:

- Timely Completion of Project & Homework Assignments.
    - Deadline Policy is as follows:
    - The student's grade will be penalized one full letter grade for each day the project or submission is past due. Submissions will not be accepted beyond one full week of class.
- Demonstrated understanding & application of presented ideas, concepts & terminology.
- Craftsmanship & Aesthetics
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Objectively:
1. Does the piece meet the requirements of the project?
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5. Quality of work. Does it look like the student took the time to do the project with care, or was it thrown together?

Subjectively:
1. Is the work in proper balance?
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All work will be assessed with equal regard for Concept, Craft, and Technique.
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	A	B+	B	C+	C	D+	D	F
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Note: A ‘C’ is average. If you are working with above-average efforts and your work reflects this, then you earn a ‘B’. ‘A’ grades are reserved for work and performance that exceeds all my expectations, surpasses the minimum requirements of the task, and is truly outstanding.

Course Outline/Schedule

See Course Calendar on D2L

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Complaint Procedure
Northern State University seeks to resolve student concerns and complaints in a fair and prompt manner. Students may file a concern or complaint using the Concerns and Complaints webpage. SARA complaints from out-of-state students may be filed using the SARA Complaint Resolution form.

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Grade Appeal Policy
A student who wishes to appeal a final grade may utilize the Student Academic Appeal Process described in the NSU Student Handbook.

Student Success Services and Supports The NSU Student Success Center provides a network of support to help you reach your academic and personal goals. We offer a wide range of services, including the following:

Academic Advising; American Indian Circle Program; Career Services; Navigate (see below); Study Spaces—Individual & Group; GOLD series success workshops; TRIO McNair, TRIO Student Support Services; and tutoring and peer mentoring; and Supplemental Instruction (SI).

As your instructor, I am personally committed to supporting your academic success in this course. I can connect you to any of the services listed above. In addition, if you demonstrate any academic or behavioral concerns, I will discuss the issues with you and attempt to resolve them. I may also provide feedback through NSU's student success platform, **Navigate**. If you receive feedback, please visit with me. You can also seek assistance from your academic advisor or other resource staff members. My goal is to make your learning experience in this course as meaningful and successful as possible. If you have questions regarding any of these services, please ask me or contact the Student Success Center at studentsuccess@northern.edu or 605-626-7782.

Land Acknowledgement Northern State University acknowledges that we are on the traditional land of the "Oceti Sakowin (o-che-tee sha-koh-ween), an alliance that consists of the Santee, Yankton, and Teton Lakota people," and is home to many Native Nations indigenous to this area. It is with profound respect that we acknowledge the indigenous peoples of this land past, present and future. As inspired by: indigenous land acknowledgment.

South Dakota Board of Regents Policy Statements

Academic Dishonesty and Misconduct Cheating and other forms of academic dishonesty and misconduct run contrary to the purposes of higher education and will not be tolerated. Academic dishonesty includes, but is not limited to, plagiarism, copy answers or work done by another student (either on an exam or an assignment), allowing another student to copy from you, and using unauthorized materials during an exam. Northern State Universities policies and procedures on academic dishonesty can be found in the NSU Student Handbook. The Board of Regents polices can be found in Board of Regents Policy 2:33 and Board of Regents Policy 3:4. The consequences for cheating and academic dishonesty are outlined in the above mentioned policies.

Acceptable Use of Technology While Northern State University strives to provide access to computer labs and other technology, it is the student's responsibility to ensure adequate access to technology required for a course. This may include access to a computer (not Chromebooks, iPads, etc.), webcam, internet, adequate bandwidth, etc. While utilizing any of the information technology systems students, faculty, and staff should observe all relevant laws, regulations, Board of Regents Policy 7:1, and any institutional procedural requirements.

ADA Statement Northern State University strives to ensure that physical resources, as well as information and communication technologies, are reasonably accessible to users to provide equal access to all. If you encounter any accessibility issues, you are encouraged to immediately contact the instructor of the course and the Office of Student Accessibility Services who will work to resolve the issue as quickly as possible.

Students are strongly encouraged to initiate the accommodation process early in the semester or as soon as it is recognized. Additionally, approved accommodations must be requested each semester by the student.

Contact: Student Accessibility Services via Phone 605-626-3007 or email at studentaccessibility@northern.edu, or access accommodations online through AccessNorthern.

New Accommodation Request
Review Accommodations

The Office of Student Accessibility Services will review relevant information to determine if an accommodation is reasonable. If an accommodation is approved, an accommodation letter will be sent to both the instructor(s) and the student via secure email—prior to the start of the semester when possible, or as soon as feasible. The Office of Student Accessibility Services will not disclose the nature of a student's disability to instructor(s). Students may choose to discuss their disability directly with instructor(s) if they wish.

Please note: if your home institution is not the institution you are enrolled at for a course (host institution), then you should contact your home institution's Office of Accessibility services. The accessibility services at the home and host institution will work together to ensure your request is evaluated and responded to.

Emergency Alert Communication In the event of an emergency arising on campus under Board of Regents Policy 7:3, Northern State University will notify the campus community via the emergency alert system. It is the responsibility of the student to ensure their information is updated in the emergency alert system. The student's cell phone will be automatically inserted if available and if not, their email address is loaded. Students can at any time update their information in the student alert system.

Freedom in Learning Under Board of Regents and University policy, student academic performance may be evaluated solely on an academic basis, not on opinions or conduct in matters unrelated to academic standards. Students should be free to take reasoned exception to the data or views offered in any course of study and to reserve judgment about matters of opinion, but they are responsible for learning the content of any course of study for which they are enrolled. Students who believe that an academic evaluation reflects prejudiced or capricious consideration of student opinions or conduct unrelated to academic standards should contact the academic dean administratively in charge of the class to initiate a review of the evaluation.

Academic Support Services

Academic Support: NSU has a multitude of services for academic support including tutoring, advising, personal support, and other supplemental instruction access. Please visit Academic Support for more information.

How to Cite Sources (APA, MLA, Chicago, Turabian, etc.): University Library Guides for Citing Sources

Research Guides: Research assistance, subject guides, and useful resources compiled by your friendly librarians. NSU Library Subject Guides

Student Counseling Center: The Counseling Center is open every Monday through Friday from 8:00 am to 5:00 pm CST. You'll find the Counseling Center in the Avera Student Center; their phone number is 605-626-3007 NSU Counseling Services

Financial Aid Office: Information about current or future financial aid (including the implications of withdrawal from courses) can be obtained from the Financial Aid Office in Dacotah Hall 103. The office can be contacted by; phone 605-626-2640, or email them at fin.aid@northern.edu.

Caveat Statement: *This syllabus represents a written agreement between us. Occasionally, it may be necessary to revise this syllabus to meet students' needs. I reserve the right to revise this syllabus if the need arises. Advance notification will be provided to you.*

ARTD 113 ● Introduction to Digital Media ● 3 credit hours
Fall 2027

Instructor's Information

Instructor's name:
Instructor's contact information:
Office location:
Office hours:
Email Response Time: Please allow for at least 48 hours for responses.
Scheduling Appointments: Please email me to schedule in person or Zoom appointments.

Course Information

Meeting Time and Location: Dacotah Hall 201

Catalog Course Description: This course introduces the theory and practice of digital media, focusing on the production of art and design using digital tools. Students will learn the basic tools of software and hardware for digital art and design. Students will create projects with digital media including text, graphics, image, animation, video and audio.

Course Prerequisites: None

Required Textbooks and Supplementary Materials:

- Method of taking notes (laptop, notebook, etc.)
- A reliable computer
- A camera to take photos of your work for this class (phone is fine!)
- A $20/month Pro subscription to the Claude AI service.
- A portable, .M2 external hard drive with a USB 3.0 connection, 500GB minimum capacity (1TB min. if in the FBI emphasis)
- Two Class-10 SDXC cards, with U3 designation, each at a 64GB capacity.
- A set of headphones that fits over the ears (gaming headphones are acceptable).

Studio provides:

- Adobe Creative Cloud access
- Microsoft Software
- iMacs
- Scanner
- Printer

Course Policies

Attendance Policy: Attendance and participation are essential. Students are allowed 2 absences. All other absences will result in a 5% decrease in your final grade unless it is a school-sanctioned event or the instructor is given a doctor's note.

How Absences Affect Your Grade:
2 Absences = the loss of One full letter grade
3 Absences = the loss of Two full letter grade
4 Absences = Fail
Please check your accumulated absences with the instructor.

Late Arrival and Early Departure:
3 Late Arrivals = 1 Absence OR
Not ready for class due items = 1 Absence
Missing more than 30 minutes of class

Officially Excused Absences
Sick leaves with doctor's note.
Family emergency - e.g., funerals, caregiver of sick person, etc.

Regular attendance is mandatory and essential to the success of all students in the course. At the discretion of the instructor, the student may be dropped or failed from the course if the student has four or more unexcused absences. Please note that I require a note from a physician, University official, or other official documentation before I will mark an absence as excused, so it is advisable to use your three free absences wisely. I will excuse absences without official documentation only in exceptional circumstances and at my discretion.

Description of Instructional Methods: This is a studio course that meets three times weekly. Information is given through lectures, demonstrations, and outside research and applied to hands-on projects that develop critical and creative processes. Students must attend class and participate during open studio time. Assignments will require work outside of class as well. Students are expected to spend at least 6 hours a week working on homework outside of class.

Assignment or Exam Make-Up Policy: No late work will be accepted without a grade penalty unless there is prior written approval from the instructor. Late work will be accepted with a decreased letter grade each day (For example, if an 'A' assignment is turned in one day late, it will receive a 'B', two days late will receive a 'C', etc.) for each assignment except the final portfolio. No late final portfolios will be accepted.
All assignments are given a due date. Project Submissions will close after the due date. Non-participation in these activities will be given a "0" for the assignment; these may only be made up with instructor approval. Please contact me as soon as you realize there may be a problem with completing any assignments.

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An example of multiple submissions:
Submitting the same essay for credit in two courses without first receiving written permission; making minor revisions to an assignment that has already received credit in a course and submitting it in another class as if it were new work.

Extra Credit Opportunities: Opportunities for extra credit may be available throughout the semester. These will take the form of extra research assignments, videos, or responses. Please inquire about extra credit if any questions arise.

Student Work Release: Students understand that enrollment in this course grants consent for their work to be selected for inclusion in college or departmental publications (online or in print). Your instructor may select to use your work to represent her/his skills as an instructor in a teaching portfolio (online or in print) or in subsequent classes.

Content Consideration Statement: Please be considerate of your classmates' ideas and keep an open mind about the artists, cultures, and ideas we look at. Students may be introduced to projects dealing with controversial issues including the political, the personal, the intimate, death, religion, graphic imagery, and nudity to aid in the understanding of the image and history. If at any point a student feels uncomfortable with the content, I encourage them to contact me so we can address this. The classroom is a learning facility but should be a safe, comfortable, and communal space.

Measurable Student Learning Outcomes:

Upon successful completion of this course, students will be able to:

- write, format, and layout both scripted content and artistic typography
- produce and composite both raster- and vector-based static imagery;
- generate and compose time-based audio, video, and animation content that illustrates a "visual" story;
- investigate AI tools as starting points / contributions to media production.
- Demonstrate a basic knowledge of digital tools and techniques
- Develop and analyze ideas through work as well as verbally during critiques
- Use and understand the elements and principles of art and design
- Relate personal work to historic and contemporary practices
- Create art applying techniques, creativity, and aesthetic value

Course Assessments:

- **Projects*:*** There will be a number of assignments for each area we cover. The number and frequency will depend on class performance, how the class is moving forward as a whole, and my discretion. I will announce when the assignments will be due.
- **Culture Card**: Part of your grade for this class will be to attend 5 Art and Culture events in your community. This can be going to a gallery, attending workshops, performances, visiting local museums/cultural centers. This could also be arts and culture related community service such as helping out with festivals/events/etc. A list of events happening around USD and South Dakota will be continuously updated on D2L.

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Grading creative assignments/projects is both objective and subjective. I grade projects based upon the following criteria:

Objectively:

1. Does the piece meet the requirements of the project?
2. Was the project turned in on time?
3. Can the student discuss it intelligently?
4. Variance from the assignment, does the student have a good creative reason for having done so?
5. Quality of work. Does it look like the student took the time to do the project with care, or was it thrown together?

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A student who wishes to appeal a final grade may utilize the Student Academic Appeal Process described in the NSU Student Handbook.

Student Success Services and Supports The NSU Student Success Center provides a network of support to help you reach your academic and personal goals. We offer a wide range of services, including the following:

Academic Advising; American Indian Circle Program; Career Services; Navigate (see below); Study Spaces—Individual & Group; GOLD series success workshops; TRIO McNair, TRIO Student Support Services; and tutoring and peer mentoring; and Supplemental Instruction (SI).

As your instructor, I am personally committed to supporting your academic success in this course. I can connect you to any of the services listed above. In addition, if you demonstrate any academic or behavioral concerns, I will discuss the issues with you and attempt to resolve them. I may also provide feedback through NSU's student success platform, **Navigate**. If you receive feedback, please visit with me. You can also seek assistance from your academic advisor or other resource staff members. My goal is to make your learning experience in this course as meaningful and successful as possible. If you have questions regarding any of these services, please ask me or contact the Student Success Center at studentsuccess@northern.edu or 605-626-7782.

Land Acknowledgement Northern State University acknowledges that we are on the traditional land of the "Oceti Sakowin (o-che-tee sha-koh-ween), an alliance that consists of the Santee, Yankton, and Teton Lakota people," and is home to many Native Nations indigenous to this area. It is with profound respect that we acknowledge the indigenous peoples of this land past, present and future. As inspired by: indigenous land acknowledgment.

South Dakota Board of Regents Policy Statements

Academic Dishonesty and Misconduct Cheating and other forms of academic dishonesty and misconduct run contrary to the purposes of higher education and will not be tolerated. Academic dishonesty includes, but is not limited to, plagiarism, copy answers or work done by another student (either on an exam or an assignment), allowing another student to copy from you, and using unauthorized materials during an exam. Northern State Universities policies and procedures on academic dishonesty can be found in the NSU Student Handbook. The Board of Regents polices can be found in Board of Regents Policy 2:33 and Board of Regents Policy 3:4. The consequences for cheating and academic dishonesty are outlined in the above mentioned policies.

Acceptable Use of Technology While Northern State University strives to provide access to computer labs and other technology, it is the student's responsibility to ensure adequate access to technology required for a course. This may include access to a computer (not Chromebooks, iPads, etc.), webcam, internet, adequate bandwidth, etc. While utilizing any of the information technology systems students, faculty, and staff should observe all relevant laws, regulations, Board of Regents Policy 7:1, and any institutional procedural requirements.

ADA Statement Northern State University strives to ensure that physical resources, as well as information and communication technologies, are reasonably accessible to users to provide equal access to all. If you encounter any accessibility issues, you are encouraged to immediately contact the instructor of the course and the Office of Student Accessibility Services who will work to resolve the issue as quickly as possible.

Students are strongly encouraged to initiate the accommodation process early in the semester or as soon as it is recognized. Additionally, approved accommodations must be requested each semester by the student.

Contact: Student Accessibility Services via Phone 605-626-3007 or email at studentaccessibility@northern.edu, or access accommodations online through AccessNorthern.

New Accommodation Request
Review Accommodations

The Office of Student Accessibility Services will review relevant information to determine if an accommodation is reasonable. If an accommodation is approved, an accommodation letter will be sent to both the instructor(s) and the student via secure email—prior to the start of the semester when possible, or as soon as feasible. The Office of Student Accessibility Services will not disclose the nature of a student's disability to instructor(s). Students may choose to discuss their disability directly with instructor(s) if they wish.

Please note: if your home institution is not the institution you are enrolled at for a course (host institution), then you should contact your home institution's Office of Accessibility services. The accessibility services at the home and host institution will work together to ensure your request is evaluated and responded to.

Emergency Alert Communication In the event of an emergency arising on campus under Board of Regents Policy 7:3, Northern State University will notify the campus community via the emergency alert system. It is the responsibility of the student to ensure their information is updated in the emergency alert system. The student's cell phone will be automatically inserted if available and if not, their email address is loaded. Students can at any time update their information in the student alert system.

Freedom in Learning Under Board of Regents and University policy, student academic performance may be evaluated solely on an academic basis, not on opinions or conduct in matters unrelated to academic standards. Students should be free to take reasoned exception to the data or views offered in any course of study and to reserve judgment about matters of opinion, but they are responsible for learning the content of any course of study for which they are enrolled. Students who believe that an academic evaluation reflects prejudiced or capricious consideration of student opinions or conduct unrelated to academic standards should contact the academic dean administratively in charge of the class to initiate a review of the evaluation.

Academic Support Services

Academic Support: NSU has a multitude of services for academic support including tutoring, advising, personal support, and other supplemental instruction access. Please visit Academic Support for more information.

How to Cite Sources (APA, MLA, Chicago, Turabian, etc.): University Library Guides for Citing Sources

Research Guides: Research assistance, subject guides, and useful resources compiled by your friendly librarians. NSU Library Subject Guides

Student Counseling Center: The Counseling Center is open every Monday through Friday from 8:00 am to 5:00 pm CST. You'll find the Counseling Center in the Avera Student Center; their phone number is 605-626-3007 NSU Counseling Services

Financial Aid Office: Information about current or future financial aid (including the implications of withdrawal from courses) can be obtained from the Financial Aid Office in Dacotah Hall 103. The office can be contacted by; phone 605-626-2640, or email them at fin.aid@northern.edu.

Caveat Statement: *This syllabus represents a written agreement between us. Occasionally, it may be necessary to revise this syllabus to meet students' needs. I reserve the right to revise this syllabus if the need arises. Advance notification will be provided to you.*