

## **PY105 Lab. Policies**

1. You must complete at least 6 labs. in order to pass this course. (Note that the total number of labs. is usually 8 or 9.) Your worst lab. will not be counted toward your final lab grade.
2. You must hand in your pre-lab as soon as you enter the lab.
3. You must submit your own lab. report even if you work with a partner on the experiment.
4. Always use your own words and draw your own figures in your lab. report even you may have worked some questions out with your classmate. If your report is found to resemble that of your classmates', your lab. score will be halved. In addition, the incidence may be reported to the Dean as a possible case of plagiarism, which is a serious offense.
5. You are required to be punctual to the lab. Points will be taken from your lab. grade if you are late by more than 15 minutes.
6. Lab. performance is assessed according to how well you perform in the lab besides your punctuality. In particular, we will focus on how proficient you are in the lab. and how independent you are in carrying out the experiment without significant help from others.
7. If you will be absent from a lab., you must obtain prior approval from your lab. TF and arrange for a makeup. Unless if the absence is due to an emergency, a makeup should be arranged a week in advance. Otherwise, no makeup will be allowed. Nobody is allowed to arrange a makeup lab. for more than three times. If you have a recurring schedule conflict, you should not sign up for that lab. session.
8. If permitted, you may arrange the makeup either in the same week as the lab. you missed or the last week of class. Discuss your schedule with your lab. TF. S/he will make the arrangement for you.