



**VOCATIONAL NURSING PROGRAM**

**VNSG 1216 Basic Nutrition**

**CRN 17621, 19839, 19840, FALL 2018**

Monday – 6:00pm - 8:00pm – Room 437

Tuesday – 10:00am – 12noon – Room 366

Wednesday - 9:00am-11:00am – Room 437

Coleman Campus

Lecture/Discussion/Web-enhanced/Case study/PowerPoint

3 hours lecture/32 hours per semester/12 weeks-RT

Course Number &Title:	VNSG 1216 Basic Nutrition
Credit Hours:	TWO (2)
Class Hours:	TWO (2)
Placement of Course:	Level 1
Faculty/Faculty Information:	<b>Latona Banks, R.N.</b> Ste. 319, Rm., 321 Office: (713) 718-7339 Email: <a href="mailto:latona.banks@hccs.edu">latona.banks@hccs.edu</a> Office hours: By appointment

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Office hours: By appointment

Prerequisites:  
requirements

Successful completion of TSI (Texas State Initiative)  
& Successful completion of Test of Essential Academic Skills (TEAS)

## **Catalog Course Description:**

Introduction to nutrients and the role of diet therapy in growth and development and in the maintenance of health. The student will identify the basic nutrients; discuss the role of nutrients in growth and development, health maintenance, and diet therapy.

## **Course Objectives:**

### **A. Member of the Profession**

1. The student shall identify issues affecting the vocational nurse role and the delivery of culturally-sensitive care to patients to support nutritional needs and diet alterations that ensure adequate nutrition as referenced to Member of the Profession competency B#3 and SCANS #2.

### **B. Provider of Patient-Centered Care**

1. The student shall describe the physical and mental status and health needs and preferences of culturally, ethnically and socially diverse patients, including nutritional care to meet basic needs as referenced to Provider of Patient-Centered Care Competency B#4 and SCANS #2.
2. The student shall interpret the impact of various belief systems and socio-cultural differences on accepted health behaviors and health practices such as selection of a nutritionally adequate diet as referenced to Provider of Patient-Centered Care Competency B#4 and SCANS #2.

### **C. Patient Safety Advocate**

1. The student identify a safe, effective care environment conducive to the optimal health of the patient, including serving the correct diet to the correct patient or maintaining NPO or fasting state referenced to Patient Safety Advocate Competency B#2 and SCANS #2.

### **D. Member of the Health Care Team**

The student shall identify community resources that ensure adequate nutrition to support dietary requirements during specific stages of life thus facilitating continuity of care as referenced to Member of the Health Care Team Competency C# 1 & # 3 and SCANS

## **CONTENT OUTLINE:**

### **Module 1: Basic Principles of Nutrition**

- Health Promotion
  - Healthy People 2020
  - Importance of balanced diet
- 1. Digestion, Absorption & Metabolism
- 2. Food guide –The Plate
- 3. Dietary guidelines for Americans
- 4. Essential Nutrients
  - a. Basic functions - (Deficiency & Toxicity will be included as indicated)
  - b. CHO & Fats
  - c. Proteins

### **Module 2: Basic Principles of Nutrition**

Vitamins

Minerals

- Water & Electrolyte Balance

**Module 3: Nutrition through the Life Cycle**

- Pregnancy & Lactation
- Infancy
- Childhood
- Adolescence
- Adulthood

**Nutrition and Health Care**

- Food Habits and Cultural Patterns
- Weight Management
- Physical Fitness

**Module 4: Clinical Nutrition – Diet Therapy**

- Gastrointestinal
- Diabetes Mellitus
- Heart disease and Hypertension
- Kidney disease

**Required Textbook:**

Nix, S. (2017). Williams’ Basic Nutrition & Diet Therapy. 15<sup>th</sup> edition. St. Louis: Elsevier Mosby.

**Methods of Instruction:**

Lecture and Discussion, Video-conference, Power Point & Turning Point, Eagle Online LMS, Media/Audio-visual assisted instruction, Dry-erase Board, and Visual Aids

**Methods and Standards of Evaluation:**

**Grading Policy:**

The grade for this course is comprised of five components:

- 1) Unit exams, 2) Quizzes, 3) Assignments, 4) Comprehensive Final Exam.

Exam 1-----	15%
Exam 2-----	15%
Exam 3-----	15%
Final Exam-----	15%
Quiz 1 -----	5%
Quiz 2-----	5%
Quiz 3-----	5%
Quiz 4-----	5%
<i>Dietary Meal Plan</i> -----	20%

TOTAL-----100%

## Grading System:

90 -100 = A

80 – 89 = B

\*75 -79 = C

60-74 = D

0 - 59 = F

\*An overall 75% average must be achieved on the combined written examinations, quizzes, and assignments to satisfactorily complete the course. Any course grade below 75% must be repeated for nursing credit. **A Course can only be repeated one time at HCC Coleman Health Sciences.**

## Examination Guideline

All examinations are administered by computer, hereafter referred to as Online Testing in the HSC Coleman computer lab or computer lab on your respective campus. All students must follow the guidelines for Online Testing in this Vocational Nursing Course.

Exams are **FORWARD ONLY**. You will not be allowed to go back to previous question.

**Calculators may be used during exams.**

**Do not enter the** computer lab prior to the examination time.

Remain in the student lounge area. **Do not enter** the lab until you are instructed to do so by the professor/proctor.

Upon completion of exam, you must leave/exit the computer lab. (Do not stop at open lab area-Coleman Campus). Non-compliance will result in a written NEGATIVE Student Incident report.

If a student arrives last for an exam they will have the remaining time/minutes in which to take the exam. **You will not have additional time in which to complete the exam.**

*Grades will not be shown on the computer after the exam. Professors must do a statistical analysis before grades are given. Grades may be posted on Canvas (or the current Learning Management System). Remember grades on Canvas may not be weighted according to your syllabus and may not be 100% accurate. You can refer to the weighting scale in the syllabus and calculate your course grade.*

*There will be no rounding of exam grades. **Rounding is done only on the final course grade.***

On the day of the scheduled examination, leave all books, backpacks, and roller carts, cell phones, tablets or other communication devices in assigned classroom or locker. *Do not bring these items to the computer lab or testing area. Any students with a cell phone, tablet or other communication device will be asked to leave the computer lab or testing area, receive a zero (0) for the exam and a negative incident report.*

Focus only on the monitor for the computer on which you are testing. Any student the instructor/proctor observes looking on any other monitor, or attempting to exchange information (giving or receiving) with another student, will be immediately dismissed from the testing room and a grade of zero "0" will be assigned and receive a negative incident report. Student will not be allowed to re-take the test.

Exams will be reviewed immediately after unless the Make-up policy applies.

**\*\*Thirty (30) minutes will be allowed for review. No pens, pencils, paper, etc. will be allowed during review. Students may raise their hands if there are questions regarding the exam during the review.**

### **Failing Unit Examinations:**

Students failing an exam will be required to meet with Professor to obtain an Rx for Vocational Nursing Program Success. The Rx must be returned to the Professor prior to the next exam, *indicating by signature that the prescription/directions were followed.* The student will also be referred to an HCCS Counselor via the Early Alert system. An appointment with the Counselor is also required.

The failing of unit exams will require the student to seek and attend tutorial assistance from the designated professor, or tutorial services. The student will also be referred to the Academic Success center for assistance with study skills and test-taking techniques. *The student must present written confirmation of tutorial attendance before the next scheduled exam.*

### **Course Requirements:**

Assignments and quizzes in Canvas will be scheduled by professor. **It is the student's responsibility to check Canvas daily for any new announcements, assignments, quizzes, etc. and due dates.** Quizzes are **password** protected. The password will be announced when the quiz is posted.

### **MAKE-UP EXAM POLICY:**

Faculty expect that all exams will be taken at the scheduled date and time. If an exam is missed one makeup unit exam will be considered on an emergency basis. **Appropriate official documentation** will be required; Emergencies will be defined by the nursing faculty team. The student must notify the instructor in advance via email **and** telephone of the inability to attend the session. **In the event of lack of advance notification, a zero will be given for the missed exam.**

The missed exam must be made up within one week of the scheduled exam in the testing center. Only one exam may be missed. If a second exam is missed, a zero will be recorded for the exam grade as well as for any additionally missed exams.

The student must notify the professor in person and in an email of the intention to make up the exam. Failure to do so will result in a zero for the exam.

If a student in the class misses an exam the class will not review the exam until the student takes the make-up exam.

Also, no exam grades will be posted until the student that missed the exam makes it up.

**The final exam must be taken at the scheduled time and date. There is no make-up exam for final exams. Final exams are not reviewed. If a student fails to take the final exam a grade of zero will be given.**

### **Attendance and Withdrawal Policy:**

Attendance will be taken at the beginning of each class or at anytime during the class as deemed necessary by the instructor. Students will be responsible for signing the roll each class day. **Failure to sign the roll will result in an absence.** Absence is defined as anytime not in class at the scheduled time or leaving class before the scheduled time. Consistent, punctual attendance is essential. Students who are absent more than 12.5% of the total hours of instruction (a total of 4 hours), from this course, will be administratively withdrawn. The State of Texas has begun to impose penalties on students who drop courses excessively. For example, if you repeat the same course more than twice, you have to pay extra tuition. In 2007, the Texas Legislature passed a law limiting new students (those starting college in Fall 2007) to no more than **six** total course withdrawals throughout their academic career in obtaining a baccalaureate degree (or certificate). There may be future penalties imposed.

You **MUST** visit with a faculty advisor, a counselor, or on-line student services at <http://studentservicesonline.hccs.edu/> prior to withdrawing (dropping) the class and this must be done prior to **November 2, 2018 at 4:30 p.m. to receive a "W"** on your transcript. After that deadline, you will receive a failing grade of **"F"**.

If you arrive in class after the scheduled time or leave class before the scheduled end time, the number of minutes not present will count towards the accumulation of absence hours. You must sign-in and/or sign-out the time with your signature.

### **Notice:**

Students who enroll in most courses for a third or more times will be charged an additional tuition of \$50 per semester credit hour and \$3.00 per contact hour. Applicants enrolled in the recommended pre-nursing courses VNSG 1216 and VNSG 1320 may seek admission to the program upon successful completion of these courses. Registration in this course is limited to two times only. If a student is unsuccessful on a second attempt, a third enrollment will not be allowed. Courses repeated for a third attempt at any other college/university will not be accepted as substitution.

**TARDIES:** Three (3) tardiness will be equivalent to one absence.

**LEAVING EARLY:** Three times (3) leaving early will be equivalent to one absence. The student will be responsible for obtaining all materials notes, handouts, and information missed during any absences. The instructor will not be responsible for any materials/information not obtained during a student's absence.

### **GUIDELINES FOR CLASSROOM LEARNING EXPERIENCE:**

Pagers and telephones that emit sounds are not permitted in the classroom since the noise is disturbing to the class. Computers, I-pads or other electronic devices are not permitted in the classroom. Any use of these devices as described will be grounds for dismissal from the course.

## SCAN Competency:

The VNSG 1216 course covers one SCANS Workplace Competency.

### #1 Maximize Resources

#### #2 Allocate Money Resources

Upon successful completion of VNSG 1216 the student shall be able to use knowledge gained about foods, sound nutritional practices, and actual food costs to be able to take a projected budgeted amount of funds and appropriately feed an individual or a family providing adequate nutrition for all persons with consideration of their specific needs. Attainment of SCANS competency will be assessed on course examinations and in course assignments.

### **Statement of Academic Honesty:**

Any student participating in any form of scholastic dishonesty will be dismissed from the course immediately. "Scholastic Dishonesty" includes, but is not limited to cheating on a test, plagiarism, and collusion.

1. "Cheating on a test" includes:
  - a. Copying from another student's test paper or computer monitor during a test, or using materials not authorized by the person giving the test.
  - b. Collaborating with another student during a test without permission.
  - c. Knowingly using, buying, selling, transporting, or soliciting in whole or in part an un-administered test.
2. "Plagiarism" means the appropriation of another's work and the unacknowledged use of that work.
3. "Collusion" means the unauthorized collaboration with another person in preparing any written assignments.

Academic dishonesty also includes falsifying attendance documents. "A student signs only his/her name on the attendance sheet and never signs the attendance sheet for another student. Signing for another student is a form of *academic dishonesty and grounds for dismissal from the course.*"

### **HCCS Policy on use of Recording Devices:**

"Use of recording devices, including camera phones and tape recorders, is prohibited in classrooms, laboratories, faculty offices, and other locations where instruction, tutoring, or testing occurs.

Students with disabilities who need to use a recording device as a reasonable accommodation should contact the Office for Students with Disabilities for information regarding reasonable accommodations."

### **ALL ASSIGNMENTS MUST BE SUBMITTED IN THE ASSIGNMENT AREA IN CANVAS. ASSIGNMENTS SUBMITTED INCORRECTLY (i.e., via email, incorrect format, etc.) WILL NOT BE GRADED.**

**Students with paid tuition enrolled in the course will automatically be enrolled in Canvas. Your password should be difficult for anyone else to guess.** Your Canvas Online login user ID is the same as your HCC User ID (sometimes referred to as the "W" number). [For example: W0034567]. All HCC students have a unique User ID. If you do not know your User ID, you can look it up by visiting the HCC home page:

From [www.hccs.edu](http://www.hccs.edu), click on Information and select Student Supports, click on Student Sign-in link then click First Time User or Forgot My User ID link. You will

receive prompts to help you get your information to **Login to Canvas**.

**Use Chrome or Mozilla Firefox as your browser. Always log-out and close the browser when using a public computer.**

**Make your password something that you will remember but will be hard for someone else to guess. NOTE: Do not deviate from these instructions.**

**IF YOU FORGET YOUR PASSWORD please call 713-718-8800 for assistance.  
NOTE: DO NOT DEVIATE FROM THE ABOVE INSTRUCTIONS.  
The Instructor CAN NOT GIVE YOU ACCESS TO THE COURSE IN Canvas or Eagle Online if you forget your password or cannot access the course.  
Before your first exam in VNSG 1216, please get familiar with how to log in and out of Eagle Online and Canvas.**

### **How to Obtain Grades:**

The following policies are followed in informing students of their grades, and are in keeping with the HCCS policies regarding grade information dissemination:

The student may initially learn of the grade earned in a VNSG prefix class when it is posted in Canvas or in private, individual counseling session scheduled with the class instructor.

A student may receive electronic notification, via the internet, of the final grade at the time HCCS posts electronic grades to all students.

The grade a VNSG student earns in a course identified with a VNSG prefix will not be posted, and will not be given to anyone other than the student.

A telephone inquiry to the VNSG Program professor or staff concerning a student's grade, **will not** be honored.

### **Professional Behavior**

**In the classroom and or computer lab a student is to:**

Students must maintain high standards and student behavior must be above reproach at all times. Any student who resorts to physical violence or inappropriate behavior will be referred to the Dean for dismissal from the course.

Remain quiet during class. If there is a need to communicate with the professor or to ask a question, the student is to raise his/her hand.

Refrain from walking across the front of the group when arriving late to the class in progress. The professor has the option of locking the door until break time and not allowing students to enter.

Refrain from interrupting when someone else is speaking. If a student is disruptive, the professor is authorized to ask the student to leave the classroom.

When speaking, address faculty and fellow students in a professional and respectful manner.

Turn-off all personal communication devices (cell phones, pagers, etc.) prior to the start of class. Non-compliance will result in a NEGATIVE Student Incident report and dismissal from the remainder of the class session (see Attendance).



Have only water, if desired, in the classroom. **Water bottles cannot be placed on the desk**  
NO FOOD OR DRINKS (OTHER THAN WATER) ARE TO BE CONSUMED IN  
CLASSROOMS AT ANY TIME AS PER BUILDING POLICY.

### **Inappropriate Behavior:**

Inappropriate behavior in the classroom or computer lab setting will not be tolerated.  
These behaviors include, but are not limited to:

Noisy gum chewing

Use of inappropriate language (profanity)\*

Holding individual conversations

Sleeping in class

Standing up or moving around or rearranging seating during class lectures  
without professor's permission

Disruptions from cell phones, pagers, etc. **(Students will be asked to leave the class for the remainder of the class session and absence time will be cumulative).**

Students who exhibit any of the above behaviors will receive a NEGATIVE written Student Incident Report. Any student receiving Negative Student Incident Report(s) in classroom or computer lab related incidents during the course **may not be considered for program admission.**

### **Professional Appearance**

Dress and appearance comparable to that required of nurses regularly practicing is expected of a student enrolled in a VNSG course. Established guidelines for dress and appearance are as follows in the classroom setting:

Attire for students attending class is conservative, appropriate street clothes. Clothing must not be too tight for free movement or for sitting, reaching and bending positions.

Blouses, shirts and casual tops that are clean and neat may be worn.

(Net shirts, halter tops, short crop tops, tank tops, undershirt type t-shirts, and any bare midriffs are not permitted)

Moderate lengths for dresses, skirts, split skirts and culottes for students are required and will avoid extremes in either direction

Shorts (inappropriate lengths) are not to be worn in the

educational classroom setting. House shoes/thongs are not

appropriate in the educational/classroom setting at any time.

Hairstyles must be socially acceptable. Hair must be clean and well-groomed.

### **EGLS<sub>3</sub> -- Evaluation for Greater Learning Student Survey System**

At Houston Community College, professors believe that thoughtful student feedback is necessary to teaching and learning. During a designated time, you will be asked to answer a short online survey of research-based questions related to instruction. The anonymous results of the survey will be made available to your professors and division chairs for continual improvement of instruction. Look for the survey as part of the Houston Community College Student system online near the end of the term.

### **IMMUNIZATION REQUIREMENT**

Texas State Law requires that “any college student who lives on or off campus in Texas must receive a **meningitis vaccination** if under 30 years of age and will be attending classes on campus.”

**Hepatitis B Immunization**-The Texas Department of Health has ruled that all health professions students “shall receive a complete series of hepatitis B vaccine prior to the start of direct patient care or show serologic confirmation of immunity to hepatitis B virus.” If you plan to enter the VNSG Program begin your series now.

### **Students with Disabilities:**

#### **Americans with Disabilities Act (ADA)**

HCCS recognizes its responsibility not to discriminate against anyone who has a documented disability that substantially limits one or more major life activities; has a record of such impairment; or is regarded as having an impairment. Specific policies have been established to enable students with documented disabilities who are otherwise qualified, to request accommodations which would allow them equal access to the College under Section 504 of the Rehabilitation Act of 1973 and under the Americans with Disabilities Act of 1990.

A new, updated letter of accommodation should be submitted to instructors within the first three days of each semester. Students who submit a letter of accommodation any time after the first three days of a semester should expect to begin receiving accommodations following a 24-hour time frame for instructors to implement new changes.

Obtaining reasonable accommodations is an interactive process that begins with the student’s disclosure of his/her disability directly with the ADA Counselor in Ability Services. The ADA Counselor for the Coleman College is located in Room 101 of the Learning Success Center (LSC).

HCC strives to make all learning experiences as accessible as possible. If you anticipate or experience academic barriers based on your disability (including mental health, chronic or temporary medical conditions), please meet with a campus Abilities Counselor as soon as possible in order to establish reasonable accommodations. Reasonable accommodations are established through an interactive process between you, your instructor(s) and Ability Services. It is the policy and practice of HCC to create inclusive and accessible learning environments consistent with federal and state law. For more information, please go to

<http://www.hccs.edu/district/students/disability-services/>

## **Title IX: Sex Discrimination and Sexual Misconduct**

Title IX of the Education Amendments of 1972 (“Title IX”), 20 U.S.C. §1681 et seq., is a Federal civil rights law that prohibits discrimination on the basis of sex—including pregnancy and parental status—in educational programs and activities. Students who become pregnant during the program should consult with the Program Director as well as the Ability Services Counselor to be sure they understand their rights under Title IX. In situations that involve absence from class, this consultation may include a discussion about receiving Incomplete Grades instead of a full term withdrawal, the ability to voluntarily leave the program based on agreed terms for return, the opportunity to resume enrollment without being subject to a new admission process, and return with restrictions as long as accommodations provided through Ability Services effectively helps the student meet the Program’s Essential Functions. Students should contact the Counselor in Ability Services for assistance with requesting and receiving academic accommodations due to pregnancy or parental status.

*Houston Community College is committed to cultivating an environment free from inappropriate conduct of a sexual or gender-based nature including sex discrimination, sexual assault, sexual harassment, and sexual violence. Sex discrimination includes all forms of sexual and gender-based misconduct and violates an individual’s fundamental rights and personal dignity. Title IX prohibits discrimination on the basis of sex-including pregnancy and parental status-in educational programs and activities. If you require an accommodation due to pregnancy please contact an Abilities Services Counselor. The Director of EEO/Compliance is designated as the Title IX Coordinator and Section 504 Coordinator. All inquiries concerning HCC policies, compliance with applicable laws, statutes, and regulations (such as Title VI, Title IX, and Section 504), and complaints may be directed to*

**<http://www.hccs.edu/district/departments/institutionalequity/title-ix-know-your-rights/>**

**Title IX Coordinator  
James David Cross, Director of EEO/Compliance  
HCC Office of Institutional Equity  
3100 Main, Room 702  
P.O. Box 667517  
Houston, TX 77266-7517  
(713) 718.8271**

### **Campus Carry Law:**

**At HCC the safety of our students, staff, and faculty is our first priority. As of August 1, 2017, Houston Community College is subject to the Campus Carry Law (SB11 2015). For more information, visit the HCC Campus Carry web page at <http://www.hccs.edu/district/departments/police/campus-carry/>.”**

**“Any student who faces challenges securing their foods or housing and believes this may affect their performance in the course is urged to contact the Dean of Student for support. Furthermore, please notify the professor if you are comfortable in doing so. This will enable us to provide any resources that HCC may possess.”**

## **Texas HB 1508**

Texas HB 1508 requires the following information be given to students. If you are applying for admission to a program that prepares an individual for an initial occupational license or certification and/or if you later decide to change to a program that prepares you for an initial occupational license or certification, in accordance with state law, please be advised of the following:

1. An individual who has been charged or convicted of an offense or who is on probation may not be eligible for issuance of an occupational license or certification upon completion of the educational program.
2. It is the responsibility of the individual to immediately report to the program any change in status that would affect that individual’s eligibility to apply for a license or certification.
3. Local, state or national licensing and certification authorities may issue additional guidelines related to criminal history. Applicants should contact their respective licensing or certification authority for more details.

Most health care programs require all students, admitted to the program, to submit to a national background check which may include fingerprinting. Applicants are encouraged to review all applicable eligibility requirements related to the respective occupational license or certification. Questions related to eligibility requirements should be directed to the individual program and applicable licensing or certification authority.

**Differentiated Essential Competencies (DECs) Of Graduates of Texas Nursing Programs- Vocational Nursing (VN)**

VNSG 1216 Nutrition

<b>I. Member of the Profession</b>	<b>B. Assume responsibility and accountability for the quality of nursing care provided to patients and their families.</b>
	3. Issues affecting the vocational nurse role and the delivery of culturally-sensitive care to patients and their families.
<b>II. Provider of Patient-Centered Care</b>	<b>B. Assist in determining the physical and mental health status, needs, and preferences of culturally, ethnically, and socially diverse patients and their families based on interpretation of health-related data.</b>
	4. Characteristics, concepts, and processes related to patients, including: gross anatomy; basic physiology and pathophysiology; psychosocial growth and development; basic psychopathology; ethical reasoning; and major cultural and spiritual belief and practices related to health, illness, birth, death, and dying.
	<b>C. Report data to assist in the identification of problems and formulation of goals/ outcomes and patient-centered plans of care in collaboration with patients, their families and the interdisciplinary health care team.</b>
	8. Concepts from basic sciences and support courses
	<b>F. Identify and report alterations in patient responses to therapeutic interventions in comparison to expected outcomes.</b>
	2. Factors indicating changes that have potential for life-threatening consequences based on knowledge of life sciences.
<b>III. Patient Safety Advocate</b>	<b>B. Implement measures to promote quality and a safe environment for patients, self, and others.</b>
	2. Methods for promoting safety in the patient care environment consistent with current standards and guidelines.
<b>IV. Member of the Health Care Team</b>	<b>C. Participate in the identification of patient needs for referral to resources that facilitate continuity of care, and ensure confidentiality.</b>
	1. Work setting and major community resources
	4. a. Functions of members of the interdisciplinary health care team. b. Confidentiality regulations (e.g., HIPAA).

**Coleman College for Health Sciences Center of Excellence  
Vocational Nursing Program**

I, \_\_\_\_\_ have read

The STUDENT AND FACULTY AGREEMENT and the course syllabus for VNSG 1216, Fall 2018.

I understand these guidelines and expectations, and agree to abide by them.

\_\_\_\_\_  
Student's Name (Printed)

\_\_\_\_\_  
Student's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Instructor's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Instructor's Signature

\_\_\_\_\_  
Date

