

ACADEMIC RULES
VIRTUAL COURSES
2021



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The following rules apply to all students who take the virtual courses in English at Universidad Austral.

1. Enrolment

You enroll by confirming to the Exchange Coordinator that you will take the course when you complete the application form. The sending institution will have approved the course previously in the Learning Agreement.

2. Virtual behavior

We expect that your appearance, general posture, and behavior will show respect for the educational process. We invite you to consider the synchronic session as a meeting at work. Please make sure that:

- your name is written correctly in the screen
- you participate with your camera on whenever possible
- the faculty is informed when need to keep your camera off
- you participate actively even if your camera is off

3. Attendance

You are considered “present” in class when you remain in the virtual classroom throughout the session. If the camera is off, you must clarify so by chat and do your best to participate in spite of it.

Since presence is required to complete the educational process, more than one absence affects the grade by 1 (one) point each absence, up to the fourth absence that results in automatic failure.

No documentation is required to justify the absence, and there is no penalty for 1 (one) absence during the course. However, if a student is absent twice, a point is taken off the final grade. If a student is absent three times, the grade will have two points less. If a student is absent four times, he/she automatically fails the course. Points are taken considering the Argentine grading system from 1 to 10. You must inform the Professor when cancelling your studies.

Absence impact on grading				
N° of absences	1	2	3	4
Impact on grade	No penalty	-1	-2	Automatic failure
Sample grade	A+	A	A-	F
	10	9	8	0

4. Exams

The exam dates may not be rescheduled upon request. Missing examinations will result in the corresponding grade: 1 (one).

5. Course assessment

Passing a course entails: passing the exams and assignments throughout the coursework, meeting the attendance requirement, and passing the final exam. Students who commit Plagiarism or collusion fail the course automatically.

Students commit plagiarism when they:

- i. Fail to acknowledge the sources of any information in the paper, which is not either common knowledge or personal knowledge.
- ii. Fail to acknowledge direct quotation either by using quotation marks or (for longer passages) indentation.
- iii. Merely paraphrase the original words of the source.
- iv. Borrow the ideas, examples, or structure of the source without acknowledging it.
- v. Take, buy, or receive a paper written by someone else and present it as his or her own.
- vi. Use one paper for two different courses, or re-use a paper previously submitted for credit, without the prior approval of the professor and professors.

Students commit collusion when they:

- i. Allow someone else to write their paper
- ii. Allow someone else to edit his or her papers without the professor's knowledge or permission.

The following table summarizes the minimum requirements to pass a course:

Midterms & assignments	(Make-up exam)	Attendance		Final		Course Result
✓		✓	⇒	✓	⇒	Pass
x	✓	✓	⇒	✓	⇒	Pass
✓		✓	⇒	x	⇒	Fail
x	✓	✓	⇒	x	⇒	Fail
x	x	✓			⇒	Fail
✓		x			⇒	Fail
x	✓	x			⇒	Fail
x	x	x			⇒	Fail

6. Grading Scale

	PERCENTAGE / POINTS	ARGENTINA	EQUIVALENT
PASS	100-95	10	A
	94-89	9	A-
	88-83	8	B+
	82-77	7	B
	76-71	6	B-
	70-65	5	C+
	64-60	4	C
FAIL	50-59	3	F
	0-49	2	F
	Disciplinary Fail	1	F

I have read and understood all of the above.

Name:

Date:Passport n°:

I complete my name in this document and send an email confirming I read it.

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