



FORDSON HIGH SCHOOL

DATE: ___/___/___

HOUR: ___

STUDENT NAME

PARENT SIGNATURE

TO: ACCOUNTING STUDENTS

FROM: MR. FARHOUD, TEACHER

SUBJECT: CLASSROOM RULES AND POLICIES

COURSE DESCRIPTION

Accounting is a discipline, which involves the planning, keeping, and interpreting of financial records. Many of the skills emphasized in accounting are useful to students in their personal activities as well as their educational, career, and entrepreneurial pursuits.

COURSE OBJECTIVES

1. Define and apply accounting terminology.
2. Application of accounting concepts, principles, and practices.
3. Demonstration and application of accounting procedures.
4. Preparation and interpretation of financial statements.

CLASSROOM MANAGEMENT:

Please **treat others as you wish** to be treated. This philosophy can be examined in the Dearborn School District **Core Values**.

Please follow all rules in the Fordson High **Student Handbook**. For example, **no drinks, food, candy, gum, coat, or hats** in the classroom.

You are **tardy** if you are not in **your seat** when the **bell rings**. Please stay in your seat for the entire class period. Standing by the **door**, either before or after class, mandates a **2 point deduction** in class participation.

Disruptive behavior will **not be permitted**. Please raise your hand to let me know that you have a question, and be patient! There are other students who may need assistance.

Take care in using the **Fordson High facilities**, especially the hardware and software. Please be careful handling the hardware and **NEVER change any software settings** on your computer. If you do, a participation deduction (-5) and a letter will be given to your assistant principal, counselor and parent describing the exact details. **Permanent loss of computer privileges may result from your actions.**

Cellular Phone/iPod usage will result in one of the following: Confiscation/Detention/Referral

NO means NO! Please do not repeat a request that has already been denied by the teacher.

SUPPLIES:

Every day – you must bring your textbook, workbook, notebook, and a pen/pencil to class. Your notebook should be up to date and available for inspection at all times. **Failure** to have daily supplies will result in a **2 point participation loss for each violation.**

ATTENDANCE:

Regular attendance is required, as per the FHS policy. When you **miss a class, you are responsible** for obtaining and completing the daily assignment. You have 2 days to make-up any absent work. **NO make-up work** is allowed for students **exceeding the limits** of the FHS attendance policy (9 absences).

EVALUATION:

All assignment descriptions will define the **point value & due date** when they are given. It is then the student's responsibility to complete the work to the best of their ability.

Class participation is 10% of your grade. You are initially given 90 points. Class participation and responsibility are very important parts of this class. You need to be here, ready to participate, every day to do your best in this course. Your participation log is your responsibility and should be complete and on time.

Bell work is to be completed during the time allotted

2 points of the 90 that you were given, will be deducted from class participation **for each tardy and absence** that you have in this class.

PLAGIARISM:

1. Copying work will not be tolerated. **A zero grade** will be given to all parties involved in this poor choice of judgement.
2. **A letter will be given** to your assistant principal, counselor and parent describing the exact details.
3. Continued plagiarism will result in your semester grade being reduced one letter grade (20%) and removal from class.

GRADING METHOD: Cumulative

- 35% assignments
- 15% quizzes and tests
- 10% class participation, work habits
- 10% bell work
- 15% notebook
- 15% final

GRADING SCALE:

A 100-93	A- 92-90	B+ 89-87
B 86-83	B- 82-80	C+ 79-77
C 76-73	C- 72-70	D+ 69-67
D 66-63	D- 62-60	E 59-00

Extra Credit

Opportunities to earn extra credit will appear periodically throughout the course. All extra credit is applied to your assignment grade only.

Improvements of our present class policies may be added at any time deemed necessary by the teacher