

**Three Rivers Community College**  
**Pre-Algebra, Number Sense, Geometry – Self-Paced MAT 075**  
**Spring 2009**

**Instructor:** Susan L. Hawes  
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**Text:** Pre-Algebra, 5<sup>th</sup> edition, by Martin-Gay

**MML Course Code:** hawes38566

**Credit:** 3 credit hours (this course does not count towards graduation credit requirements)

**Course Description:** This course focuses on basic arithmetic and pre-algebra skills. Topics include: whole numbers, fractions, decimals numbers, proportions, ratios, percents, perimeter, area, volume, applications, signed numbers, algebraic expressions and equations.

**Prerequisite:** Appropriate placement score. A grade of “C” or greater is required to pass this course.

### **Course Requirements**

**Attendance:** Attendance is mandatory

**Grading:**

- Homework 20%
- Quizzes 30%
- Tests 50%

**Bring to *Every* Class:**

- Notebook
- 2 pencils, pen

**Supplementary Tools & Resources:**

- MyMathLab software
- Learning Center/TASC

**Notebook Requirement:**

- Take notes in pen, if you watch video or “help me solve this”
- Write problem from computer in pen
- Do work in pencil
- Show all your steps so *someone else* can follow them
- Enter your answer into the computer

**College Withdrawal Policy:** A student who finds it necessary to discontinue a course must complete a withdrawal form in the Registrar’s Office at the time of withdrawal.

- Within the *first 10 weeks* of class, the student *does not need* permission from the instructor to withdraw.
- However, *after 10 weeks*, the student will need written authorization from the instructor
- Students who fail to withdraw, but stop attending class, will receive a grade of “NC.” Eligibility for refund of tuition is based upon date of withdrawal, when received by the Registrar.
- Verbal withdrawals are not acceptable.

**Disabilities Statement:** If you have a hidden or visible disability which may require classroom or test-taking modifications, please see me as soon as possible. If you have not already done so, please be sure to register with Chris Scarborough.