

FIPL 2770 – Show Me the Money

Section 001 – In person – 15 Weeks – Fall 2026

G. Brint Ryan College of Business – University of North Texas

Instructor and Teaching Assistant Information

Instructor:	Dave Ragan, CFP®, AIF®
Office Location:	Online via Zoom or 515 S. Carroll Blvd, Denton, TX 76201
Phone:	214.215.8873 (cell)
Office Hours:	By appointment
Email:	Through Canvas only

Communication Expectations

Canvas messaging is the only method of communication for this course. Send all messages through the Canvas Inbox so they are routed to the correct course. Do not send emails through Outlook or any other platform outside of Canvas. Messages sent outside of Canvas will not receive a response.

If you do not receive a reply within 24 hours, resend your message through Canvas. We typically respond within 24 hours on weekdays (Monday through Friday). Messages sent after 1:00 PM on Friday will receive a response the following Monday.

For tips on communicating effectively in an online course, visit [UNT Online Communication Tips](#).

How to Succeed in This Course

Mr. Ragan's Teaching Philosophy

"Study without desire spoils the memory and it retains nothing that it takes in." – Leonardo da Vinci

- You are paying for this course over \$170: per-week cost for the 15-week term per week in tuition, fees, and other expenses, so get your money's worth!
- You are hiring us to teach you knowledge, help you grow your understanding, and guide you toward applying personal finance principles to your own life.
- This course is an investment in your own human capital. Your personal return is tied directly to your level of input, effort, and commitment.
- **Your level of success is defined by *you* and is completely up to you!**

- This is a college-level course where you, the student, are responsible for your own learning. The instructors will present materials along with readings, videos, practice activities, project-based applications, and a simulation.
- Practice activities are designed to give you feedback on your learning progress and help you gauge your financial literacy. The budget project and Mimic Personal Finance Simulator let you apply what you are learning to real-world personal situations.

Disability Accommodation

The University of North Texas makes reasonable academic accommodations for students with disabilities. Students seeking accommodations must first register with the Office of Disability Access (ODA) to verify their eligibility. If a disability is verified, the ODA will provide an accommodation letter to deliver to your instructor so you can begin a private discussion about your specific course needs. You may request accommodations at any time; however, ODA notices should be provided as early as possible in the semester to avoid delays. You must obtain a new accommodation letter each semester and meet with each instructor before accommodations take effect.

For more information, visit the [Office of Disability Access](#) or call (940) 565-4323.

Course Description

This class is an introduction to personal money education. We will cover basic financial planning concepts, insurance, personal and household budgeting, credit, home ownership, savings, investing, and tax topics. The course uses research-driven materials, assignments, assessments, and project-based applications designed to improve your financial literacy.

Course Structure

- You are expected to log in and participate at least three separate days per week.
- Some activities will require you to interact with other students.
- All activities and assignments are conducted and submitted through Canvas.
- The Mimic Personal Finance Simulator recreates real-life financial scenarios. You will use the skills from class to succeed in the simulator. Simulator tasks must be completed inside the simulator itself.
- Practice assignments use the WileyPLUS system inside Canvas. You must have online access to complete the course.
- You must have the proper computer equipment to complete the course. Laptops may be checked out from the library. If your computer is not working, you must use other suitable technology (such as campus labs and libraries) to complete your assignments.
- The course is composed of readings, videos, lecture videos, notes, practice activities, an application-based simulator, a personal budget project, and a final gas price tracker project. There are 11 sections supporting your learning in four areas of personal financial

literacy: basics, protection, credit and debt, and investing. See Canvas or the Course Schedule section of this syllabus for tentative due dates.

Course Prerequisites

None. This course is open to all students regardless of major. You will learn how to use a financial calculator or app as part of the course.

Course Learning Objectives

By the end of this course, you should be able to:

- Demonstrate a basic understanding of personal finance concepts including time value of money, budgeting, the financial planning process, and taxes.
- Analyze and apply borrowing concepts, calculate finance costs, interpret factors that affect personal credit, and recognize the role of credit reports for credit cards, student loans, mortgages, and installment loans.
- Identify the concept of investing financial capital among asset classes with respect to liquidity, risk, and return, and develop a sound investment plan.
- Demonstrate the ability to identify, assess, and manage risk through strategies that protect yourself, your assets, and your dependents from economic loss.
- Apply various techniques to manage your personal finances throughout your life.

This course is part of the Behavioral and Social Sciences Core Curriculum. It assesses Communication, Critical Thinking, Social Responsibility, and Empirical and Quantitative Skills through the course projects and other assignments.

Required Course Materials

Projected total cost: approximately \$100. You will need to purchase these materials by the second week of class to participate and complete your assignments.

Textbook and Online Access

- *Introduction to Personal Finance*, Third Edition, by John Grable and Lance Palmer, with WileyPLUS electronic access. A reduced-price e-book is available directly from Wiley for UNT students. See Canvas for instructions and the discount code.
- You must use WileyPLUS to complete practice assignments. You can purchase access directly inside Canvas for \$55 using the discount code. **Do not buy a used physical copy of this book without WileyPLUS access.**

Mimic Personal Finance Simulator

- Subscription cost: \$30. Purchasing instructions and the access code are provided in Canvas.

Technology

- A working computer with reliable internet access that supports Canvas and the WileyPLUS platform. Laptops are available through the UNT libraries, and computers are available in on-campus libraries.

Financial Calculator

- A financial calculator app is required. The Texas Instruments BA II Plus version is recommended and taught in class. Paid and free (ad-supported) versions of the BA II Plus app are available on the Apple App Store and Google Play Store. The official TI app is \$14.99.

Note: Finance and Financial Planning majors will need the physical calculator for licensing exams.

Important Note About Course Materials

If you do not have the financial resources to purchase the textbook access and the mimic simulator access by the second week of class, please consider dropping the course and enrolling in a future semester when you have the resources. Paying over \$1,100 in tuition and fees without the \$100 in required materials would not be a good personal financial decision.

Course Technology and Skills

Minimum Technology Requirements

- Computer with reliable internet access
- Speakers and microphone
- Microsoft Office Suite (Word, Excel, PowerPoint)
- Financial calculator or software equivalent
- Video recording capability (webcam, phone, or tablet camera)
- Video editing software (Adobe Premiere Pro or equivalent)

For full Canvas technical requirements, visit [Canvas Technical Requirements](#).

Computer Skills and Digital Literacy

You should be comfortable with or prepared to learn the following:

- Navigating Canvas and WileyPLUS
- Sending email with attachments
- Downloading and installing software
- Using spreadsheet programs and calculators
- Using presentation and graphics programs
- Creating video presentations

Technical Assistance

If you run into technology problems, contact the UNT IT Help Desk:

Website:	UNT IT Help Desk
Email:	helpdesk@unt.edu
Phone:	940-565-2324
In Person:	Sage Hall, Room 130
Walk-In Hours:	8:00 AM – 9:00 PM
Phone Hours:	Sun: Noon–Midnight Mon–Thu: 8 AM–Midnight Fri: 8 AM–8 PM Sat: 9 AM–5 PM
Laptop Checkout:	8:00 AM – 7:00 PM (helpful if your computer breaks or you have software issues)

For additional Canvas support, visit the [Canvas Community Help](#).

Course Schedule

“When you fail to plan, you are planning to fail.” – Benjamin Franklin

This schedule is tentative. All items are open from the start of the semester and may be completed early at your own pace. Due dates do not change. All assignments are due by 11:59 PM Central Time. Submit early! Mimic Simulator bills are due every Friday.

Week (Mon-Sun)	Class Dates	Topics (All items are open and may be completed early at your own pace. Due dates do not change)	Readings & Videos	Assignments (All assignments are due by 11:59pm Central Time, submit early! Mimic Sim – Bills Due every Friday!)
Unit 1 – Basics and Protection				
1	Aug 17 – 23	Course Introduction, Economics Overview	Syllabus, Schedule, Econ for the Citizen	Practice – Econ for Citizen - Due Aug 23 rd – 30 points (3%)
2	Aug 24 – 30	Beginning your Financial Journey - Financial Well Being, Human Capital, & Goals	Ch 1	Mimic Sim – Bills Due every Friday! Strategies, Goal Setting Practice Due Aug 30 th – 30 Points (3%)
3	9/1, 9/3 online	Financial Statements, Budgeting, Personal Budget	Ch 2	Statements Practice Due Sept 6 th – 30 Points (3%) Begin Budget Project
4	Sept 7 – 13 9/8 online	TVM – Time Value of Money and Financial Calculations	Ch 2	TVM Practice – 30 points (3%) Due Sept 13 th
5	Sept 14 – 20	Earnings and Income, and Gas Tracking Project Introductions	Ch 3	Earning and Income Practice Due Sept 20 th – 30 Points (3%) Begin Final Gas Tracker Project
6	Sept 21 – 27 9/24 online	Personal Taxation	Ch 4	Wiley Tax Practice – Due Sept 27 th – 30 points (3%) Mimic Check 1 – Due Friday, Sept 25th – 100 points (10%)
7	Sept 28 – Oct 4	Personal Budget Project Due All 3 Components! Grocery Scavenger Hunt, Budget Documents, and Video!	Project Week	Personal Budget Project Video and Documents Due – Oct 4th – 300 points (30%)
8	Oct 5 – 11	Insurance Basics, Life, Health, and Disability Insurance, Auto, Home/Renters Ins, LTC Insurance	Ch 9.1 - 9.7	Insurance Basics, Life & Health Practice Due Oct 11 th – 30 pts (3%)
9	10/13, 10/15 online	Estate Planning, Identity Theft and Financial Fraud	Ch 10.3 – 10.7; 7.7	Auto/Home/LTC Ins/Estate Practice – Due Oct 18 th – 30 pts (3%)

Unit 2 – Borrowing and Building				
10	Oct 19 – Oct 25	Checking Accounts, Credit Score, and Credit Cards	Ch 5	Managing Credit Practice – Due Oct 25 th – 30 pts (3%) Mimic Check 2 – Due Friday, Oct 23rd – 100 points (10%)
11	Oct 26 – Nov 1	Consumer Loans, Education Funding, Auto Loans, and Renting/Mortgages	Ch 6	Consumer/Auto Loans/ Renting Practice* – Due Nov 1 st – 30 pts (3%)
12	Nov 2 – 8	Foundations of Savings, Roth IRAs	Ch 7.1 – 7.6, 10.2	Foundations of Savings Practice – Due Nov 8 th – 30 pts (3%)
13	Nov 9 – 15 11/10 online	Stocks, Bonds, Mutual Funds, ETFs	Ch 8.1 - 8.5	Stocks, Bonds, & Funds Practice – Due Nov 15 th – 30 pts (3%)
14	Nov 16 - 22	Risk/Return, Real Estate, Alt Investments, Retirement Accts	Ch 8.6 - 8.11, 10.1 & 10.2	Investments Practice* – Due Nov 22 nd – 30 Points (3%) Mimic Check 3 – Due Friday, Nov 20th – 100 points (10%)
Wrap up, Final Project, and Extra Credit – If Needed				
15	Nov 30 – Dec 6	Final Gas Price Project Due		Final Gas Price Final Project – 100 points (10%) – Wed, Dec 2 nd Mimic Check 4* – Extra Credit – Due Friday, Dec 4th – up to 100 points (10%)

* Optional extra assignments that can be used to make up missed work.

See the Grading and Course Policies sections below for information on deadlines, late work, and making up missed assignments.

Grading Scale and Requirements

Grading Scale

Point Range	Letter Grade
900+ points	A
800–899 points	B
700–799 points	C
600–699 points	D
0–599 points	F

Grade Determination

Learning Opportunities	Points	Percentage
Wiley Practice (Best 10 out of 13 practices, × 30 pts each)	300	30%
Personal Budget Project Grocery Scavenger Hunt – 100 points Budget Documents – 100 points Video Presentation & Script – 100 points	300	30%
Mimic Personal Finance Simulator Checks – 3 × 100 pts each Extra Credit – up to 100 points	300	30%
Gas Price Tracker Final Project	100	10%
Minimum Total Possible Points	1,000	100%

Deadlines and Late Work

All deadlines are posted at the beginning of the semester. You are responsible for knowing when everything is due. When deadlines are missed in our finances, they come with penalties, fees, and even jail time. File your taxes late, and you will pay fines plus interest (or could go to jail—see Wesley Snipes). Pay your credit card late, and you will pay a late fee. Miss your car payment, and your car may get repossessed!

In this class, deadlines will not be individually moved for any reason. The schedule is posted, and all assignments open at the beginning of the semester giving you ample time to complete them. **Once a deadline has passed on a practice assignment or the late penalty window ends on the projects you will no longer be able to submit the assignment or project for a grade regardless of the reason.** There are 3 practice make-ups and significant extra credit opportunities available, so use them! For the Mimic Personal Finance Simulator, use the MPF 4 - buy your curve to make up lost points.

No work will be accepted for any reason beyond the deadlines and late penalties windows.

Late Policy for the Course Projects

For the Personal Budget Project and the Gas Price Tracker Final Project, you will be assessed a late penalty of 2% of the total possible grade per hour, beginning at the first second of each hour that you are late.

Example: If you are 12 hours and 1 second late, you will be assessed a 26% penalty ($2\% \times 13$ hours). On a 300-point project, that is a loss of 78 points deducted from the points you earn.

Gas Price Tracker Final Project

The Gas Price Tracker Final Project is a semester-long applied project worth 100 points (10% of your course grade). It is introduced in Week 5 and is due Wednesday, December 2 (see the Course Schedule). The project asks you to apply course concepts by tracking and analyzing gas prices over the semester and reporting your findings.

Detailed instructions, required deliverables, submission format, and the grading rubric are posted in Canvas.

Extra Practice Assignments

Missed an assignment? Do you have a wedding, a big exam, a paper due in another class, or need to work super late? Did you get sick, have a car accident, or get locked out of your apartment? Did you simply forget? We have a great solution that relieves your stress: skip it!

This policy helps you and helps us avoid playing judge on the validity of your excuse. You have 3 extra practice assignments to make up for missed practice grades. All course materials are open from the first day of the course, and the schedule is posted in advance.

Extra Credit

Insurance is a way that we protect our finances from unexpected, bad events. We use car insurance to repair our cars after an accident. We use health insurance to help pay for expensive medical treatments. In this course, we use extra credit to protect ourselves from missed questions, skipped assignments, or poor performance!

Students may earn extra credit throughout the semester by completing various extra credit activities, assignments, and opportunities in the simulator. Extra credit is offered solely at the discretion of the instructors. There are no opportunities to make up extra credit. See Canvas for those opportunities as they arise.

Grade Disputes

You must **wait 24 hours** before contacting your instructor or TA to dispute a grade. During that time, review the assignment details and reflect on the quality of the work you submitted. If you still believe a grade adjustment is warranted, email the instructor or TA to schedule a meeting (grades cannot be discussed over email). Come to the meeting prepared with specific examples demonstrating that you earned a higher grade than you received. If you miss your scheduled meeting, you forfeit your right to a grade dispute. If you do not contact us to schedule a meeting within **seven days** of receiving your grade, you also forfeit your right to a grade dispute.

Course Policies

Rules of Engagement – Keep It Professional

As members of the UNT community, we have all committed to being part of an institution that respects and values the identities of the students and employees with whom we interact. UNT does not tolerate identity-based discrimination, harassment, or retaliation. Here are the expectations for this course:

- Communication that uses cruel or derogatory language on the basis of race, color, national origin, religion, sex, sexual orientation, gender identity, gender expression, age, disability, genetic information, veteran status, or any other protected characteristic will not be tolerated.
- Money is personal. Our money stories may include highly personal experiences and financial records. Unless disclosure is required by law or university policy, please keep in-class discussions and materials confidential.
- Treat your instructor and classmates with respect in all communications, online or face-to-face, even when opinions differ.
- Please use the preferred names and pronouns of your instructors and classmates.
- Speak from personal experience. Use “I” statements to share your thoughts and feelings. Avoid speaking on behalf of groups or other individuals.
- Challenge ideas, not individuals. Use your critical thinking skills to engage constructively.
- Avoid using all caps in digital communication. It is often interpreted as yelling.
- Be cautious with humor or sarcasm in emails and discussion posts, as tone can be difficult to interpret online.
- Avoid “text-talk” unless your instructor explicitly permits it.
- Proofread your work and cite your sources.
- Remember that online posts can be permanent—think before you type.

For more engagement guidelines, visit [UNT Online Communication Tips](#).

Attendance and Participation

You are expected to log into the course regularly (at least three times per week) and are responsible for all content covered. You are responsible for all deadlines.

- Practice assignment due dates will not move for any reason. Use the extra practice assignments to make up missed grades.
- The Personal Budget and Gas Price Tracker Projects are open in advance, and you are expected to work on them throughout the semester. Requests for deadline extensions will not be granted. Late penalties will be assessed. Use extra credit to make up for lost points.

- The Mimic Personal Finance Simulator runs like real life. Bills are due each Friday. These deadlines cannot be moved. See Canvas for more information on Mimic grading requirements.

For more information, visit the [UNT Attendance Policy](#).

Online Course Materials

This is an online course, and you are expected to have a reliable internet connection and the technology necessary to complete the course. To participate, you will need internet access for Canvas, a webcam or phone/tablet camera, a microphone, Microsoft Excel, Microsoft Word, and PowerPoint.

For information on how to succeed in an online learning environment, visit [UNT Learn Anywhere](#).

Assignment Policy

- **Save your work.** Save all files you create for this course on your computer hard drive, flash drive, or cloud service. Keep a backup copy on a separate flash drive or cloud service (Office 365/OneDrive is included with your university technology fee).
- **Submit through Canvas only.** All assignments, projects, and assessments will be submitted or completed in Canvas. Emailed assignments will never be accepted. Canvas keeps a record of all submissions, provides grading rubrics, and houses all course information.
- **No PDF files.** All written submissions must be in Microsoft Word, Excel, or PowerPoint format (.doc or .docx). Files that cannot be opened cannot be graded.
- **No zipped files, cloud links, or text submissions.** These will not be graded. Mac (Apple) users: do not use Pages, Numbers, or Keynote for your assignments. These file formats cannot be opened and will not be graded.
- **Work independently.** Unless otherwise stated, all assignments must be completed independently. Each student will submit unique, individually prepared work. Copying documents or spreadsheets from another student is plagiarism and will be treated as academic dishonesty.
- Student assignments may be submitted to anti-plagiarism and AI-detection software. This software compares current work to past work and existing sources. Copying from existing sources or past semester work is academic dishonesty.
- **No outside help tools.** Use of outside AI tools, help websites such as Chegg or Quizlet, or texting and group messaging to look up answers (unless it is a designated group assignment) is academic dishonesty and will not be tolerated. There is an absolute zero-tolerance policy. Anyone involved will receive a zero for the assignment and will be referred to the Office of Academic Integrity, where additional penalties, including expulsion, may apply.

- If you fail to complete and submit an assignment on time, there is no opportunity to redo or make up that specific assignment. See Canvas for extra credit or extra assignments that may offset missed grades. Do not email the instructor or TA to request exceptions to this policy.

In the event of an unexpected server outage or unusual technical difficulty that prevents students from completing a time-sensitive activity, the instructor may extend deadlines and provide an appropriate accommodation. Report any problems to the instructor immediately and contact the UNT Student Help Desk at helpdesk@unt.edu or 940-565-2324 to obtain a ticket number.

Examination Policy

There are no exams in this course. Your learning is assessed through application-driven projects designed to help you learn how money works and how to manage it.

Academic Integrity

G. Brint Ryan College of Business Policy

The G. Brint Ryan College of Business takes academic honesty seriously. Ethics and integrity are essential business values for building trust and adhering to professional and legal standards. Academic dishonesty destroys trust, damages the reputation and value of your degree, and is unacceptable.

According to [UNT Policy 06.003, Student Academic Integrity](#), academic dishonesty includes behaviors such as cheating, fabrication, facilitating academic dishonesty, forgery, plagiarism, and sabotage. Sanctions may range from a warning to expulsion from the University.

Common examples of academic integrity violations include unauthorized assistance on assignments, homework, research papers, or case analyses. Your work must be entirely your own. Unless an assignment is designated as group work, you should not discuss your work with others. All group members may be held accountable for known integrity violations in group assignments.

When preparing assignments, you must cite all outside sources in the manner specified by your instructor. Copying or using material from any source—whether prepared by others at UNT, at other institutions, or downloaded from the internet—is plagiarism. Large-scale cutting and pasting from other sources, even when footnoted, is not appropriate. You should synthesize material in your own words and provide proper citations.

Students are expected to conduct themselves in a manner consistent with the University's standards as an institution of higher education. A student is responsible for responding to any request to discuss suspected academic dishonesty. If a student fails to respond, the University may take appropriate academic actions without the student's participation.

Course-Specific Academic Integrity Policy

Use of outside AI tools, help websites such as Chegg or Quizlet, texting, or group messaging to find answers is never tolerated. Use the internal course resources to find your answers. Wiley has a built-in AI assistant to help you with assignments. Use your own critical thinking skills—that is why you are here. Cheating ruins the value in your own education. It makes all the money you pay and time you spend in school worthless! Learn! That is why you are here.

If academic dishonesty is discovered, you will receive a zero for the assignment and may receive a zero for the entire course. Your case will be referred to the Office of Academic Integrity, where you could face additional penalties, including expulsion from the University.

Methods for Assessing and Evaluating Learning

This course provides content, learning opportunities, and evaluation of learning goals. To succeed, you should view all lectures and videos, complete all course content, and take advantage of all learning opportunities. For optimal success, adhere to all deadlines for assessments and evaluations. Everything in this course follows a fixed schedule, and due dates will not be extended.

- Course content is delivered through readings, lectures, and other media. You are expected to read, listen to, and watch all content for each unit.
- Learning opportunities enhance your understanding and may include recall exercises, online discussions, projects, and class activities.
- Use the provided grading rubrics to understand expectations. All graded written assessments should follow APA format.
- Evaluation activities determine the level of learning you have achieved. Because evaluations measure achieved learning, no additional feedback beyond your score will be provided. Contact your instructor for a learning goal summary if you want more detail.

Instructor and TA Responsibilities

- We will respond to all Canvas messages within 24 hours (Monday through Friday). Messages sent after 1:00 PM on Friday will be answered the following Monday.
- If you do not receive a response within 24 hours, verify that you sent the message through Canvas.
- All grades will be posted within one week of the due date. Projects will include feedback in the rubric.
- No individual feedback (other than your score) is provided for evaluations. Evaluations measure your level of learning.
- We cannot discuss grades or provide specific assignment feedback via Outlook or email outside of Canvas (this would be a potential FERPA violation). See us during office hours or make an appointment.

Complaints and Grievances

If you wish to dispute, file a complaint, or raise a grievance about the course or an instructor/TA, follow these steps in order before contacting the Ryan College of Business Dean's office (allow one week for each step):

1. Discuss the issue one-on-one with the course instructor. The vast majority of issues are resolved at this step.
2. Contact the Financial Planning Program Director (mark.evers@unt.edu).
3. Contact the FIREL Department Offices.

Course Evaluation

Student Perceptions of Teaching (SPOT) is UNT's student evaluation system. SPOT allows you to confidentially provide constructive feedback to your instructor and department to improve course quality. SPOT evaluations are generally available for 2.5 weeks toward the end of the semester (typically during the final weeks of the fall semester).

UNT Policies

Prohibition of Discrimination, Harassment, and Retaliation

The University of North Texas prohibits discrimination and harassment because of race, color, national origin, religion, sex, sexual orientation, gender identity, gender expression, age, disability, genetic information, veteran status, or any other characteristic protected under applicable federal or state law in its application and admission processes, educational programs and activities, employment policies, and university facilities. The University takes active measures to prevent such conduct and investigates and takes remedial action when appropriate. See [UNT Policy 16.004](#).

Emergency Notification and Procedures

UNT uses Eagle Alert to quickly notify students in the event of an emergency (severe weather, campus closing, health and public safety emergencies). In the event of a university closure, refer to Canvas for contingency plans for covering course materials.

Retention of Student Records

Student records for this course are maintained in a secure location by the instructor of record. All records (exams, answer sheets, written papers) are kept for at least one calendar year after course completion. Course work completed through Canvas, including grading information and comments, is stored securely for one year. Students have the right to view their individual records. Information about student records will not be shared with other individuals without proper written consent.

Students are encouraged to review the Public Information Policy, FERPA laws, and [UNT Policy 10.10, Records Management and Retention](#).

Acceptable Student Behavior

Student behavior that interferes with an instructor's ability to conduct a class or other students' opportunity to learn is unacceptable and will not be tolerated. Students engaging in unacceptable behavior may be directed to leave the classroom and referred to the Dean of Students. The University's expectations for student conduct apply to all instructional forums, including online classrooms, labs, discussion groups, and field trips. Visit the [UNT Code of Student Conduct](#) to learn more.

Access to Information – Eagle Connect

Your access point for business and academic services at UNT is my.unt.edu. All official university communication will be delivered to your Eagle Connect account. For more information, visit [Eagle Connect](#).

Student Evaluation Administration Dates

Student feedback is important and an essential part of participation in this course. You will receive an email from “UNT SPOT Course Evaluations via IASystem Notification” (no-reply@iasystem.org) with a survey link. Click the link, complete the survey, and you will receive a confirmation email. For more information, visit the [SPOT website](#) or email spot@unt.edu.

Sexual Assault Prevention

UNT is committed to providing a safe learning environment free of all forms of sexual misconduct, including sexual harassment, sexual assault, domestic violence, dating violence, and stalking. If you or someone you know is experiencing sexual harassment, relationship violence, stalking, or sexual assault, campus resources are available to provide support and assistance.

UNT’s Survivor Advocates can be reached at SurvivorAdvocate@unt.edu or by calling the Dean of Students Office at 940-565-2648. You can also report alleged sexual misconduct to the Title IX Coordinator at oeo@unt.edu or (940) 565-2759.

Important Notice for F-1 Students Taking Distance Education Courses

Federal regulations state that students may apply only 3 fully online semester credit hours (SCH) to the hours required for full-time status for F-1 Visa holders. Full-time status for F-1 Visa students is 12 hours for undergraduates and 9 hours for graduate students.

To comply with immigration regulations, an F-1 visa holder within the United States may need to engage in an on-campus experiential component for this course. This component (which must be approved in advance by the instructor) can include activities such as taking an on-campus exam, participating in an on-campus lecture or lab activity, or other on-campus experience integral to the completion of this course.

If such an on-campus activity is required, you must:

1. Submit a written request to the instructor for an on-campus experiential component within one week of the start of the course.
2. Ensure the activity takes place on campus and the instructor documents it in writing, with a notice sent to the International Student and Scholar Services Office (ISSS).

If you are unsure about whether you need an on-campus component, contact UNT International Student and Scholar Services at 940-565-2195 or internationaladvising@unt.edu before the one-week deadline. For the full federal regulation, see Title 8 CFR 214.2, Paragraph (f)(6)(i)(G) at the [Electronic Code of Federal Regulations](#).

Student Identity Verification

UNT takes measures to protect the integrity of educational credentials awarded to students enrolled in distance education courses by verifying student identity, protecting student privacy, and notifying students of any special meeting times, locations, or additional charges associated with student identity verification. See [UNT Policy 07-002](#).

Use of Student Work

A student owns the copyright for all work created within a class. The University may not use any student work without the student's permission unless all of the following criteria are met:

- The work is used only once.
- The work is not used in its entirety.
- Use of the work does not affect any potential profits from the work.
- The student is not identified.
- The work is identified as student work.

If the use does not meet all of the above criteria, the University office or department must obtain the student's written permission.

Class Recordings and Student Likenesses

Synchronous (live) sessions in this course may be recorded for students enrolled in this section to use throughout the semester. Class recordings are the intellectual property of the university or instructor and are reserved for use only by students in this class for educational purposes. Students may not post or share the recordings outside the class or outside Canvas in any form. Failing to follow this restriction is a violation of the UNT Code of Student Conduct and could lead to disciplinary action.

No permission is needed from a student for their image or voice to be transmitted live via videoconference or streaming media, but all students should be informed when courses use these methods. If an instructor records student presentations, the instructor must obtain a signed release before using the recording in future classes.

Academic Support and Student Services

Mental Health Resources

UNT provides mental health resources to help ensure there are numerous outlets available to students in need. The following campus resources can support your academic success and mental well-being:

- [Student Health and Wellness Center](#)
- [Counseling and Testing Services](#)
- [UNT Care Team](#)
- [UNT Psychiatric Services](#)
- [Individual Counseling](#)

Chosen Names

A chosen name is a name that a person goes by that may or may not match their legal name. If you have a chosen name different from your legal name and would like it used in class, please let the instructor know. You can update your chosen name through the following:

- [UNT Records](#)
- [UNT ID Card](#)
- [UNT Email Address \(SSO Portal\)](#)
- [Student Legal Services \(Legal Name Changes\)](#)

Pronouns

Pronouns (she/her, they/them, he/him, etc.) are a public way for people to address you. Just as we ask and do not assume someone's name, we should ask and not assume someone's pronouns. You can [add your pronouns to your Canvas account](#) so they appear when you post to discussion boards and submit assignments.

Additional Student Support Services

- [Registrar](#)
- [Financial Aid](#)
- [Student Legal Services](#)
- [Career Center](#)
- [Multicultural Center](#)
- [Pride Alliance](#)
- [UNT Food Pantry](#)

Academic Support Services

- [Academic Resource Center](#)
- [Academic Success Center](#)
- [UNT Libraries](#)
- [Writing Lab](#)

University of North Texas