



University of North Texas
College of Science
Mathematics Department
MATH 1100
Fall 2025

Instructor Contact Information

Name	Ms. Lauren De La Rosa
Pronouns	She/Her/Hers
Office location	GAB 437
In-person Tutoring hours	Tuesdays & Thursdays from 11:15 am to 12:15 pm
Virtual Tutoring Hours	By appointment; Please use the following link to view my availability and schedule an virtual appointment. Fall 2025 Tutoring Availability
Email Address	Lauren.DeLaRosa@unt.edu <i>When sending an email, include course name, number and section, along with your full name in the subject header. Email without this information may not get opened. A response will be sent in a timely manner (usually about one (1) business day), but may occasionally take up to two (2) business days</i>

Course Information

Course Title	College Algebra
Course Number	MATH 1100
Course Section	400
Course Description	Designed to build technical proficiency in algebra for students who will need strong algebra skills in a higher level mathematics course. Study of polynomial, radical, rational, logarithmic and exponential functions with applications; building functions from data; systems of equations. Note that MATH 1100 at UNT does not satisfy the mathematics component of the core curriculum. Students who feel they acquired solid algebra skills in high school are strongly encouraged to take the mathematics placement exam to begin in a higher-level mathematics course.
Course Pre-requisites	Two years of high school algebra and one year of geometry, and consent of department. A grade of C or better in MATH 1100 is required when MATH 1100 is a prerequisite for other mathematics courses.
Course Objectives	Upon successful completion of this course, students will: <ol style="list-style-type: none">1. Demonstrate and apply knowledge of properties of functions, including domain and range, operations, compositions, and inverses.2. Recognize and apply polynomial, rational, radical, exponential and logarithmic functions and solve related equations.3. Apply graphing techniques.4. Evaluate all roots of higher degree polynomial and rational functions.5. Recognize, solve and apply systems of linear equations using matrices.
Course Structure	This course takes place 100% online and your interaction with me and with your fellow students will take place in Canvas. There are 16 weeks of content that you will move

Course Title	College Algebra through. The course will cover 8 modules and you will be assessed by completing 3 exams and a cumulative final exam.
Course Outline	View the Course Calendar for specific topics and dates.
Course Materials	<p>McGraw-Hill's ALEKS. You will access your math course platform via Canvas. The course content (assignments, help tools, textbook, etc.) is delivered in the online platform Canvas (https://unt.instructure.com). Register in ALEKS the first class day of the semester. No extensions will be given for any missed assignments for any reason. Not having access to ALEKS is not an exception. ALEKS access will include eText <u>College Algebra with Corequisite Support, 1e Edition</u>, by Miller/Gerken.</p> <p>You must purchase the following:</p> <ul style="list-style-type: none"> COREQUISITE ALEKS 360CARD COLLEGE ALGEB. Publisher: McGraw-Hill ISBN: 9781266387142 <p>McGraw-Hill's ALEKS grants a no-cost trial 14-day access. You must purchase your access before the temporary access expires. If you do not make the purchase before trial period ends, you may lose credit for all work previously completed. See information in the Introduction Module for purchase information.</p>
Calculator policy	Graphing calculators (such as the TI-83 or TI-84 Plus) are <u>not</u> allowed in this course. Occasionally, you will be able to use a scientific calculator.
Teaching Philosophy	As individuals, we bring different points of view, experiences, and gifts/talents to the classroom, which means we can learn from each other. My goal is to encourage students and build up their math confidence, help emphasize the importance of organization (whether it is taking notes, studying or time-management) and instill in them a desire to be curious.

Course Technology & Skills

Minimum Technology Requirements	<ul style="list-style-type: none"> Computer, tablet, or laptop that is compatible with all required apps for the course A smartphone is not sufficient Reliable internet access Webcam and microphone for proctored testing Speaker for Zoom sessions Canvas Technical Requirements (https://clear.unt.edu/supported-technologies/canvas/requirements) ALEKS Technical Requirements (https://www.aleks.com/support/system_requirements)
Computer Skills & Digital Literacy	<ul style="list-style-type: none"> Navigate Canvas and ALEKS Message electronically through Canvas Inbox Download and install course software, Respondus Lock Down Browser Complete assignments online (Canvas, ALEKS) Using email with attachments Scanning documents and saving as PDF Upload documents to Canvas

Online Course System

The University is committed to providing a reliable online course system to all users. However, part of working in the online environment involves dealing with the inconveniences and frustration that can arise when technology breaks down or does not perform as expected. Here at UNT we have a Student Help Desk that you can contact for help with Canvas or other technology issues.

UIT Help Desk	UIT Help Desk http://www.unt.edu/helpdesk/index.htm
Email	helpdesk@unt.edu
Phone	940.565.2324
In Person	Sage Hall, Room 130
Canvas technical requirements	For additional support, visit Canvas Technical Help (https://community.canvaslms.com/docs/DOC-10554-4212710328)

Assessment and Grading

Assignment	Percentage of Final Grade
Exam 1 - (Modules 1, 2, and 3)	15%
Exam 2 - (Modules 4 and 5)	15%
Exam 3 – (Modules 6 and 7)	15%
ALEKS Homework	20%
Engagement Tasks (Discussions, Orientation assignments)	10%
Cumulative Final Exam	25%

Evaluation Procedures

Your course grade will be determined by the following:

- A = 90 – 100%
- B = 80 – 89%
- C = 70 – 79%
- D: 60 – 69%
- F: 0 – 59%

The instructor will **not** round more than 0.05 percentage points when calculating final weighted average.

*Note: A grade of C or better is required for this course to serve as a prerequisite for any math course.

Exams and Assignments

ALEKS Homework

Homework will be given regularly. Most of your homework will be administered through ALEKS. Although the majority of your homework will be presented electronically through Canvas and ALEKS, working through the material on paper is essential for learning and developing the math skills in this course. At the end of the term, three (3) lowest grades will be dropped from the calculation of the homework average.

The primary purpose of homework is to provide you with opportunities to learn, practice, and retain new content. Continued practice is how you learn. To that end, you will have two (2) – four (4) ALEKS online homework per week, starting the first week of classes. All assignments in this class are due by 11:59 PM of the due date. If the due times conflict with your schedule, WORK AHEAD.

Exams

There will be three (3) exams given during the semester. There are no retakes on exams.

- Exam 1 – Wednesday, September 17, 5 AM – 11:59 PM. Modules 1, 2, and 3
- Exam 2 – Wednesday, October 15, 5 AM – 11:59 PM. Modules 4 and 5
- Exam 3 – Wednesday, November 12, 5 AM – 11:59 PM. Modules 6 and 7

Final Exam

The Final Exam is comprehensive and will test the student's math skills on all content covered throughout the entire semester. This exam will be taken during the last week of classes at the time specified in the official [Final Exam Schedule](#).

Engagement Tasks

Engagement tasks include orientation assignments and discussion posts. The discussion assignments are designed to keep you connected you with your classmates.

Important Dates

Date	Importance of date
Aug 18	Classes Begin
Sep 1	Labor Day Holiday
Aug 29	Census Date
Nov 7	Last day for a student to drop a course with a W.
Nov 8	Beginning this date, a student who qualifies may request an Incomplete, with a grade of I.
Nov 24 – 30	Thanksgiving Break
Dec 3 – Dec 4	Pre-Finals Days
Dec 4	Last Regular Class Meeting
Dec 5	Reading Day (no classes)

Course Policies

Classroom Etiquette

Appropriate behavior (in-person and online) is expected of all students taking this course. In this class, attendance means following along with the instructional videos. It is assumed you will do this. The instructor will not repeat whole lessons or offer personal lessons in office hours or email. These venues are for specific questions / problems.

Course Requirements

As a general rule, average college students are expected to spend three (3) hours per week for each one (1) credit hour of class working on the course to be able to successfully learn the content. If you are an "average" college-level learner, you should spend about nine (9) hours per week if you expect to successfully complete this course. Adjust for more (or less) hours to accommodate your learning level.

Assignment Policy

- Please maintain a separate notebook for doing homework problems. Make sure to write down what section the problem is from and work out the problem showing all of your steps.
- Even though ALEKS may not require you to show all the steps in your work, I want to emphasize that you to still need to do ALL of the steps. At times, ALEKS only requires a final answer, which will be frustrating for some of you because you cannot receive partial credit for correct work.
- Assignments posted in ALEKS will be available as we progress through the semester.
- The due dates for the ALEKS assignments will be posted in ALEKS.
- Check ALEKS each day to be sure that you are keeping up with assignments and due dates.
- At the end of the term, three (3) lowest grades will be dropped from the calculation of the homework average.

Late work Policy

A grade of zero will be assigned to any homework assignment not completed online and submitted by the due date and time. Technical difficulty, including loss of internet access, is not an excuse for not completing an assignment.

Academic Dishonesty	Cheating will not be tolerated. Any student found cheating on will receive a zero on the assignment; and may receive an F for the course for cheating on an exam. A report will be filed with the Office of Academic Integrity. Cheating includes, but is not limited to, discussing exam items with any student currently enrolled in this course; posting exam items and/or exam-related questions on messaging apps; accessing notes, textbook, or ANY source of help during a test AND providing help as well.
AI Use Policy	Generative AI tools (e.g., ChatGPT, Microsoft Copilot) may be used to check grammar, spelling, and help format or revise your own written work, but their use must be disclosed in your submission. Using AI to produce entire assignments or during exams is prohibited. Violations will be treated as academic integrity issues under university policy.
Exam Policy	<p>There will be three (3) exams during the semester. Keep a record of all your scores. Be sure to review your exam once it has been reviewed by the instructor and officially graded. Each exam is 15% of the course.</p> <p>Exams will be administered in Canvas with Respondus Lockdown Browser and will be available during the 16 hour time period. Exams not submitted by 11:59 PM receive a zero, regardless of when you begin the exam. You may access Exams through the Syllabus tab on the left side of the Canvas navigation menu, or the content module.</p>
Early Exam	If you have a conflict with a scheduled exam date, you may request to take your exam early. The request must be sent to Canvas Inbox one week prior to the scheduled exam date.
Exam Etiquette	<ul style="list-style-type: none"> ○ Read How to Take Exam with Respondus module in Canvas. ○ Clear your test-taking environment. ○ Once opened you have 80 minutes to complete the exam. You will have more time for the final exam. ○ Show clean desk surface to webcam. ○ Do not open the exam unless you are prepared to work, and your technology is ready, and in working order. ○ No extra time nor re-do's will be granted to account for technical difficulties. ○ You will be required to complete the problems on your own paper and show your work to the webcam screen. NO VALID WORK, NO CREDIT, NO EXCEPTIONS. <p>You will be able to see your exam grade in Canvas about 1 week after the exam. You may ask me to go over exam problems with you. However, all decisions on credit are final and not open for discussion.</p>
Missed Exam Policy	<ul style="list-style-type: none"> ○ Advanced notice of absence: If you have a known conflict with a scheduled exam date, you may request to take your exam early. The request must be sent to Canvas Inbox at least one week prior to the scheduled exam date, as this allows enough time to make proper adjustments/arrangements. If a student does not take a scheduled exam, a zero will be recorded for that exam and a notice may be sent through the registrar's office. ○ University excused absence: If you have a university excused absence such as active military service, a religious holy day, or an official university function as stated in the Student Attendance and Authorized Absences Policy (PDF), and provide me documentation within 2 business days of the missed exam, then you will be allowed to take the exam with no penalty or, you may choose to have the zero replaced by your final exam grade (this includes missing an exam due to illness).

- **Unexcused Absence:** If you miss an exam, a zero will be recorded for that exam grade and your final exam score will replace that one zero, up to a maximum grade of 75%. If you receive a zero for academic dishonesty on an exam, the final exam score will NOT replace that zero. This allowance is for one (1) missed exam. Any additional missed exams will receive a grade of zero. If you receive a zero for academic dishonesty on an exam, the final exam score will NOT replace that zero.

Attendance Policy	<p>In this class, attendance means following along with the instructional videos. It is assumed you will do this. The instructor will not repeat whole lessons or offer personal lessons in office hours or email. These venues are for specific questions / problems.</p> <p>It is important that you communicate with the professor prior to being absent, so you and the professor can discuss and mitigate the impact of the absence on your attainment of course learning goals. Please inform the professor if you are unable to attend class meetings because you are ill, in mindfulness of the health and safety of everyone in our community.</p>
Class Participation	Participation is a required part of this course. This class is designed to be active and interactive. Much of what you will learn will evolve from in-class lecture, activities and discussions.
Instructor Responsibility and Feedback	<p>Responsibility – As my role as the instructor of the course, I feel my responsibility is to help students grow in their math confidence; instill good study habits; provide math content in a clear and organized manner; answer questions about topics, assignments, and expectations; direct students to additional campus resources as necessary.</p> <p>Feedback – In regard to emails, I plan to respond within 24-48 hours. In regard to returning exams/quizzes with grades, I plan to have it returned within a week's time.</p>
Syllabus Change Policy	I do reserve the right to amend, append or otherwise make changes to this syllabus should the need arise. Any such change will first be discussed with the students and then announced in class.

Suggested Calendar/Schedule

Week 1

8/18/25	Welcome Syllabus Quiz ALEKS Initial Knowledge Check
8/19/25	
8/20/25	M1A Order of operations (GEMS) & Fractions M1B Radical Expressions & Rationalizing Radicals
8/21/25	
8/22/25	M1C Solving Linear Equations & Inequalities

Week 2

8/25/25	M1D Graphing Linear Equations
8/26/25	
8/27/25	M1E Slope formula & Equations of lines
8/28/25	
8/29/25	M2A Intro to Functions

Week 3

9/1/25	Labor Day - No class
9/2/25	
9/3/25	M2B Domain/Range of Functions
9/4/25	
9/5/25	M2C Distance & Midpoint M2D Piecewise functions

Week 4

9/8/25	M3A Evaluate functions M3B Rate of change & difference quotient
9/9/25	
9/10/25	M3C Algebra of functions
9/11/25	
9/12/25	M3D Composition of Functions

Week 5

9/15/25	M3E Inverse Functions
9/16/25	
9/17/25	Exam 1
9/18/25	
9/19/25	M4A Absolute value Equations & Inequalities

Week 6

9/22/25	M4B Complex Numbers
9/23/25	
9/24/25	M4C Factoring
9/25/25	
9/26/25	M4C Factoring M4D Solve Equations & Inequalities by Factoring

Week 7

9/29/25	M4D Solve Equ & Inequalities by Factoring
9/30/25	
10/1/25	M4E: Solve Equations using square root property, completing the square & quadratic formula
10/2/25	
10/3/25	M5A Solve Rational Equations & Inequalities

Week 8

10/6/25	M5A Solve Rational Equations & Inequalities M5B Solve Radica Equations
10/7/25	
10/8/25	M5B Solve Radica Equations M5C Logarithms
10/9/25	
10/10/25	M5C Logarithms M5D Solve Exponential & Log Equations

Week 9

10/13/25	M5D Solve Exponential & Log Equations (continued)
10/14/25	
10/15/25	Exam 2
10/16/25	
10/17/25	M6A Transformations

Week 10

10/20/25	M6B symmetry & Even and Odd functions
10/21/25	
10/22/25	M6C Graphing Quadratic functions
10/23/25	
10/24/25	M6D Graphing Rational functions

Week 11

10/27/25	M6D Graphing Rational functions M7A Graphing Polynomial Functions (continued)
10/28/25	
10/29/25	M7A Graphing Polynomial Functions (continued)
10/30/25	
10/31/25	M7B Polynomial Division & theorems

Week 12

11/3/25	M7B Polynomial Division & theorems (continued)
11/4/25	
11/5/25	M7C Graphing Radical Functions

11/6/25	
11/7/25	M7D Graphing Exponential Functions

Week 13

11/10/25	M7E Graphing Logarithmic Functions
11/11/25	
11/12/25	Exam 3
11/13/25	
11/14/25	M8A Linear Applications

Week 14

11/17/25	M8B Quadratic Applications
11/18/25	
11/19/25	M8C Exponential Applications
11/20/25	
11/21/25	M8D System (Matrix) Applications

Thanksgiving Break

11/24/205 – 11/30/25 No classes

Week 15

12/1/25	M8D System (Matrix) Applications (continued)
12/2/25	
12/3/25	Pre-Finals Day
12/4/25	
12/5/25	Reading Day - No Classes

Week 16 (Finals Week)

Final Exam available Monday, December 8th from 5 am to 11:59 pm

Welcome to UNT!

As members of the UNT community, we have all made a commitment to be 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, and retaliation. UNT's full Non-Discrimination Policy can be found in the UNT Policies section of the syllabus.

UNT Policies

Rules of Engagement

Rules of engagement refer to the way students are expected to interact with each other and with their instructors. Here are some general guidelines:

- While the freedom to express yourself is a fundamental human right, any communication that utilizes cruel and 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 characteristic protected under applicable federal or state law will not be tolerated.
- Treat your instructor and classmates with respect in any communication online or face-to-face, even when their opinion differs from your own.
- Ask for and use the correct name and pronouns for your instructor and classmates.
- Speak from personal experiences. Use “I” statements to share thoughts and feelings. Try not to speak on behalf of groups or other individual’s experiences.
- Use your critical thinking skills to challenge other people’s ideas, instead of attacking individuals.
- Avoid using all caps while communicating digitally. This may be interpreted as “YELLING!”
- Be cautious when using humor or sarcasm in emails or discussion posts as tone can be difficult to interpret digitally.
- Avoid using “text-talk” unless explicitly permitted by your instructor.
- Proofread and fact-check your sources.
- Keep in mind that online posts can be permanent, so think first before you type.

See these [Engagement Guidelines](https://clear.unt.edu/online-communication-tips) (<https://clear.unt.edu/online-communication-tips>) for more information.

Academic Integrity Policy

According to UNT Policy 06.003, Student Academic Integrity, academic dishonesty occurs when students engage in behaviors including, but not limited to cheating, fabrication, facilitating academic dishonesty, forgery, plagiarism, and sabotage. A finding of academic dishonesty may result in a range of academic penalties or sanctions ranging from admonition to expulsion from the University.

Prohibition of Discrimination, Harassment, and Retaliation (Policy 16.004)

The University of North Texas (UNT) 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, procedures, and processes; and university facilities. The University takes active measures to prevent such conduct and investigates and takes remedial action when appropriate.

ADA Policy	<p>The University of North Texas makes reasonable accommodations for students with disabilities. To request accommodations, you must first register with the Office of Disability Access (ODA) by completing an application for services and providing documentation to verify your eligibility each semester. Once your eligibility is confirmed, you may request your letter of accommodation. ODA will then email your faculty a letter of reasonable accommodation, initiating a private discussion about your specific needs in the course.</p> <p>You can request accommodations at any time, but it's important to provide ODA notice to your faculty as early as possible in the semester to avoid delays in implementation. Keep in mind that you must obtain a new letter of accommodation for each semester and meet with each faculty member before accommodations can be implemented in each class. You are strongly encouraged to meet with faculty regarding your accommodations during office hours or by appointment. Faculty have the authority to ask you to discuss your letter during their designated office hours to protect your privacy. For more information and to access resources that can support your needs, refer to the Office of Disability Access website (https://studentaffairs.unt.edu/office-disability-access).</p>
Drop/Withdrawal Policy	<p>If a student is unable to complete this course, it is his/her responsibility to formally withdraw from the course. Students may drop a course before the 12th day of class from their student portal on my.unt.edu (and depending on the date, may be eligible for at least a partial refund). After the 12th day of class, students may drop a course by completing the <i>Request to Drop</i> form at https://registrar.unt.edu/sites/default/files/drop_request_fillable_1.pdf. If the student does not properly withdraw from the course but stops attending, s/he will receive a performance grade, usually an NP.</p> <p>If you are considering dropping, it is strongly recommended that you discuss the matter with me as soon as possible. Changes to the University's policy may affect this. Please contact the Registrar for further questions.</p>
Emergency Notification and Procedures	<p>UNT uses a system called Eagle Alert to quickly notify students with critical information in the event of an emergency (i.e., severe weather, campus closing, and health and public safety emergencies like chemical spills, fires, or violence). In the event of a university closure, please refer to Canvas for contingency plans for covering course materials.</p>
Retention of Student Records	<p>Student records pertaining to this course are maintained in a secure location by the instructor of record. All records such as exams, answer sheets (with keys), and written papers submitted during the duration of the course are kept for at least one calendar year after course completion. Course work completed via the Canvas, including grading information and comments, is also stored in a safe electronic environment for one year. Students have the right to view their individual record; however, information about student's records will not be divulged to other individuals without proper written consent. Students are encouraged to review the Public Information Policy and the Family Educational Rights and Privacy Act (FERPA) laws and the University's policy. See UNT Policy 10.10, Records Management and Retention for additional information.</p>

Acceptable Student Behavior	<p>Student behavior that interferes with an instructor's ability to conduct a class or other students' opportunity to learn is unacceptable and disruptive and will not be tolerated in any instructional forum at UNT. Students engaging in unacceptable behavior will be directed to leave the classroom and the instructor may refer the student to the Dean of Students to consider whether the student's conduct violated the Code of Student Conduct. The University's expectations for student conduct apply to all instructional forums, including University and electronic classroom, labs, discussion groups, field trips, etc. Visit UNT's Code of Student Conduct (https://deanofstudents.unt.edu/conduct) to learn more.</p>
Access to Information	<p>Students' access point for business and academic services at UNT is located at: my.unt.edu. All official communication from the University will be delivered to a student's Eagle Connect account. For more information, please visit the website that explains Eagle Connect and how to forward e-mail Eagle Connect (https://it.unt.edu/eagleconnect).</p>
Survivor Advocacy	<p>UNT is committed to providing a safe learning environment free of all forms of sexual misconduct. Federal laws and UNT policies prohibit discrimination on the basis of sex as well as sexual misconduct. If you or someone you know is experiencing sexual harassment, relationship violence, stalking and/or sexual assault, there are campus resources available to provide support and assistance. The Survivor Advocates can be reached at SurvivorAdvocate@unt.edu or by calling the Dean of Students Office at 940-565-2648.</p>
Student Perceptions of Teaching (SPOT)	<p>Student feedback is important and an essential part of participation in this course. The student evaluation of instruction is a requirement for all organized classes at UNT. The survey will be made available during weeks 13, 14 and 15 of the long semesters to provide students with an opportunity to evaluate how this course is taught. Students will receive an email from "UNT SPOT Course Evaluations via IASystem Notification" (no-reply@iasystem.org) with the survey link. Students should look for the email in their UNT email inbox. Simply click on the link and complete the survey. Once students complete the survey they will receive a confirmation email that the survey has been submitted. For additional information, please visit the SPOT website (http://spot.unt.edu/) or email spot@unt.edu.</p>
Class Recordings & Student Likenesses	<p>Synchronous (live) sessions in this course may be recorded for students enrolled in this class section to refer to 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 and only for educational purposes. Students may not post or otherwise share the recordings outside the class, or outside the Canvas Learning Management System, in any form. Failing to follow this restriction is a violation of the UNT Code of Student Conduct and could lead to disciplinary action.</p>
Use of Student Work	<p>A student owns the copyright for all work (e.g. software, photographs, reports, presentations, and email postings) he or she creates within a class and the University is not entitled to use any student work without the student's permission unless all of the following criteria are met:</p> <ul style="list-style-type: none"> • 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. <p>If the use of the work does not meet all of the above criteria, then the University office or department using the work must obtain the student's written permission.</p>

Academic Support & Student Services

Mental Health

UNT provides mental health resources to students to help ensure there are numerous outlets to turn to that wholeheartedly care for and are there for students in need, regardless of the nature of an issue or its severity. Listed below are several resources on campus that can support your academic success and mental well-being:

- [Student Health and Wellness Center](https://studentaffairs.unt.edu/student-health-and-wellness-center) (https://studentaffairs.unt.edu/student-health-and-wellness-center)
- [Counseling and Testing Services](https://studentaffairs.unt.edu/counseling-and-testing-services) (https://studentaffairs.unt.edu/counseling-and-testing-services)
- [UNT Care Team](https://studentaffairs.unt.edu/care) (https://studentaffairs.unt.edu/care)
- [UNT Psychiatric Services](https://studentaffairs.unt.edu/student-health-and-wellness-center/services/psychiatry) (https://studentaffairs.unt.edu/student-health-and-wellness-center/services/psychiatry)
- [Individual Counseling](https://studentaffairs.unt.edu/counseling-and-testing-services/services/individual-counseling) (https://studentaffairs.unt.edu/counseling-and-testing-services/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 that is different from your legal name and would like that to be used in class, please let the instructor know. Below is a list of resources for updating your chosen name at UNT.

- [UNT Records](#)
- [UNT ID Card](#)
- [UNT Email Address](#)
- [Legal Name](#)

**UNT euIDs cannot be changed at this time. The collaborating offices are working on a process to make this option accessible to UNT community members.*

Pronouns

Pronouns (she/her, they/them, he/him, etc.) are a public way for people to address you, much like your name, and can be shared with a name when making an introduction, both virtually and in-person. Just as we ask and don't assume someone's name, we should also ask and not assume someone's pronouns.

You can [add your pronouns to your Canvas account](#) so that they follow your name when posting to discussion boards, submitting assignments, etc.

Below is a list of additional resources regarding pronouns and their usage:

- [What are pronouns and why are they important?](#)
- [How do I use pronouns?](#)
- [How do I share my pronouns?](#)
- [How do I ask for another person's pronouns?](#)
- [How do I correct myself or others when the wrong pronoun is used?](#)

Additional Student Support Services

- [Registrar](https://registrar.unt.edu/registration) (https://registrar.unt.edu/registration)
- [Financial Aid](https://financialaid.unt.edu) (https://financialaid.unt.edu)
- [Student Legal Services](https://studentaffairs.unt.edu/student-legal-services) (https://studentaffairs.unt.edu/student-legal-services)
- [Career Center](https://careercenter.unt.edu) (https://careercenter.unt.edu)
- [Multicultural Center](https://idea.unt.edu/multicultural-center) (https://idea.unt.edu/multicultural-center)
- [Counseling and Testing Services](https://studentaffairs.unt.edu/counseling-and-testing-services) (https://studentaffairs.unt.edu/counseling-and-testing-services)
- [Pride Alliance](https://idea.unt.edu/pridealliance) (https://idea.unt.edu/pridealliance)
- [UNT Food Pantry](https://studentaffairs.unt.edu/food-pantry) (https://studentaffairs.unt.edu/food-pantry)

Academic Support Services

- [Academic Resource Center](https://clear.unt.edu/canvas/student-resources) (https://clear.unt.edu/canvas/student-resources)
- [Academic Success Center](https://success.unt.edu/asc) (https://success.unt.edu/asc)
- [UNT Libraries](https://library.unt.edu) (https://library.unt.edu)
- [Writing Center](https://writingcenter.unt.edu) (https://writingcenter.unt.edu)
- [Math Lab](https://math.unt.edu/undergraduate/math-lab.html) (https://math.unt.edu/undergraduate/math-lab.html)

Important Notice for F-1 Students taking Distance Education Courses

Federal Regulation

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 \(DOC\)](#) holders. Full-time status for F-1 Visa students is 12 hours for undergraduates and 9 hours for graduate students.

University of North Texas Compliance

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, it is the student's responsibility to do the following:

(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 that the activity on campus takes place and the instructor documents it in writing with a notice sent to the International Student and Scholar Services Office. ISSS has a form available that you may use for this purpose.

Because the decision may have serious immigration consequences, if an F-1 student is unsure about his or her need to participate in an on-campus experiential component for this course, s/he should contact the UNT International Student and Scholar Services Office (telephone 940-565-2195 or email internationaladvising@unt.edu) to get clarification before the one-week deadline.