

**Course Syllabus**  
*(subject to change)*

HS1001A  
Personal Determinants of Health  
School of Health Studies

**Instructor**

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Office Hours (via Zoom):

**Teaching Assistants**

TBA

**Land Acknowledgement and Positionality**

Western University is located on the traditional lands of the Anishinaabek, Haudenosaunee, Lūnaapéewak, and Attawandaron peoples, on lands connected with the London Township and Sombra Treaties of 1796 and the Dish with One Spoon Covenant Wampum.

With this, we respect the longstanding relationships that Indigenous Nations have to this land, as they are the original caretakers. We acknowledge historical and ongoing injustices that Indigenous Peoples (e.g. First Nations, Métis and Inuit) endure in Canada, and we accept responsibility as a public institution to contribute toward revealing and correcting miseducation as well as renewing respectful relationships with Indigenous communities through our teaching, research and community service.

Throughout this course, I am committed to honouring and respecting Indigenous Peoples and their histories. I firmly believe that a holistic, inclusive perspective of the personal determinants of health must uplift Indigenous voices and acknowledge Indigenous ways of knowing. Together, we must also do the work of revealing, challenging, and dismantling colonialist ideas and practices in the context of health (and beyond). As a student learning on this land, I invite you to reflect upon your role and responsibility in reconciliation not only within this course, but throughout your growth as a Health Studies scholar.

**Course Information**

The Personal Determinants of Health course (HS1001A) focuses on health and wellness with an emphasis on increasing knowledge and awareness of a wide variety of health-related topics, as well as on improving individual health.

This is a blended course with both online and in-person components. Weekly asynchronous, online lectures will be posted to OWL each Monday. Weekly tutorials will be in-person (the day and time will vary by section).

### **Learning Outcomes**

By the end of this course, students will be able to:

- 1) Describe the concepts of health, wellness, and disease,
- 2) Identify key personal determinants of health,
- 3) Explain major physical and psychological illnesses and their connection with personal determinants, and
- 4) Discuss health-related topics using diverse, equity-based, and scholarly perspectives.

### **Learning Environment**

I would like to create a learning environment (both online and in-person) that prioritizes mutual respect. We all bring unique experiences and identities into the classroom that shape our individual points of view. As we explore diverse lived experiences and scholarly perspectives, I expect all students to engage with different beliefs, ideas, and opinions in a respectful manner. The teaching team is committed to creating a constructive, positive learning environment that promotes personal and scholarly growth. As a classroom community, we should aim to share the values of a caring, inclusive, and respectful environment.

While I have taken care to meaningfully incorporate the principles of equity, diversity, and inclusivity within the content of this course, I am still learning (and unlearning) about social identities, social issues, and social justice. You are always welcome to contact me if you have suggestions to improve the quality of the course content.

If something was said in lecture or tutorial that made you feel uncomfortable, please do not hesitate to reach out to any member of the teaching team. Your feedback may be provided anonymously. Similarly, if you feel as though your performance in this course is being impacted by your experiences outside of class, please contact the instructor.

### **Course Materials**

To succeed in this course, students require consistent access to an internet-enabled device. A personal computer is highly recommended; however, Western Libraries also has devices available for student use if required.

**Required Textbook:** Irwin, J., Burke, S., Insel, C., Roth, W. T., & Insel, P. M. (2023). *Core Concepts in Health (4<sup>th</sup> Canadian Edition)*. Toronto, ON: McGraw-Hill Education.

You may choose to purchase a digital or physical copy of the textbook. This course will use the *4<sup>th</sup> Canadian Edition* of the textbook. It is not recommended to purchase a prior edition (i.e., the 1<sup>st</sup>, 2<sup>nd</sup>, or 3<sup>rd</sup>).

**Optional:** This textbook offers optional access to the Connect online resource, offered by McGraw-Hill. Connect is a digital learning platform that includes study tools that some students find helpful. You do not need access to Connect for this course, but you are welcome to access it for your personal use.

Please note that additional readings may be posted to OWL throughout the course to enrich your understanding of course content and health as a general concept, however, they will not be required/mandatory (i.e., not testable).

### Student Evaluation

Students are expected to review all lectures and required readings, complete all weekly assignments, participate in a minimum of six weekly tutorials, write two midterm examinations, and write the final examination. Students are also responsible for regularly checking the OWL course site for updates and announcements.

Weighting	Grade Component	Date
10%	Weekly Assignments	Weekly <i>Online</i>
10%	Tutorial Attendance and Participation	Weekly <i>In-person</i>
25%	Midterm Examination #1	1 <i>Online</i>
25%	Midterm Examination #2	<i>Online</i>
30%	Final Examination	TBA by the Registrar's Office

#### 1. Weekly Assignments (10%)

Weekly assignments (online via OWL) will account for 10% of your final grade. There are 8 assignments in total\*. Your lowest assignment grade will be dropped (i.e., if you miss a single assignment, it will not affect your grade). Weekly assignments will open on Monday at 12:00am and are due Friday at 11:59pm. Students may complete the assignment at any time during this period. There is no time limit when completing the assignment, however, it is recommended that you allocate approximately 60-90 minutes to each assignment.

Each weekly assignment will correspond with the textbook chapter(s) assigned for that week. It is highly recommended that students complete the readings for each week *prior to* beginning the assignment. The assignments are designed to prepare you for examinations, as they facilitate engagement with course content and can help you proactively identify gaps in your knowledge.

Assignments may include, but are not limited to, fill in the blank, multiple choice, and true or false questions. Grading will be conducted automatically by OWL, and students will receive feedback after the assignment has closed. To help you to familiarize yourself with the technology, an optional, non-graded assignment will be made available on OWL.

Late Policy: Late assignment submissions will be accepted until 11:59pm on Sunday without academic penalty. You do not need to notify the teaching team of a late submission (your submission will be automatically flagged as late). Beyond this 48-hour grace period, students should seek academic consideration (please see the “Course and School of Health Studies Policies” section of this syllabus).

*\*If a student is unable to submit an assignment due to medical or compassionate circumstances, a remedial assignment will be required as a proxy for this course component. Students should consult the academic consideration procedure outlined in the “Course and University Policies” section of this syllabus.*

## **2. Tutorials (10%)**

Tutorial attendance and participation will compose 10% of your final grade. There are 8 tutorials across the term and students are encouraged to attend all sessions. At the minimum, you are required to attend at least 6 tutorials to pass this course\*.

You MUST attend the specific tutorial that you are registered in to be marked as present. There are no exceptions due to limits on room capacities.

Tutorial discussion topics will vary in alignment with the course topic for each week and are designed to enrich your understanding through applied learning strategies (i.e., activities, discussions, etc.). Participation will be evaluated by the tutorial leader based on active engagement with the tutorial activities.

*\*I understand that “life happens” and it may not be possible for you to attend every tutorial. For this reason, this course will employ a flexible attendance evaluation, where students are permitted to miss a maximum of 2 tutorials without academic penalty (i.e., you do not need to seek academic consideration or notify the teaching team of your absence).*

*If a student is unable to attend the required 6 tutorials due to medical or compassionate circumstances, a remedial assignment will be required as a proxy for this course component. After a student has missed 2 tutorials, additional absences should follow the academic consideration procedure outlined in the “Course and School of Health Studies Policies” section of this syllabus.*

## **3. Midterm Examinations (25%)**

This course includes 2 online, non-cumulative midterms, each of which will be 90 minutes in duration. Each midterm will compose 25% of your final grade and will include, but may not be limited to, multiple choice and true or false questions. Additional details regarding the content and structure of the midterms will be posted on OWL.

Midterm 1 (25%): from

All course content from Weeks 1-4 will be considered testable.

Midterm 2 (25%): All course content from Weeks 6-9 will be considered testable.

#### **4. Final Examination (30%)**

The final examination will be 3 hours in duration and scheduled by the Registrar's Office at a later date. The final examination will be online and cumulative (i.e., content from weeks 1-14 will be considered testable) and will include, but may not be limited to, multiple choice and true or false questions. Further details regarding the structure of the final exam will be posted on OWL.

#### **5. Makeup Examinations**

Students are expected to participate in all course examinations as scheduled. However, students with approved consideration and documentation from academic counselling due to medical or compassionate reasons may write a makeup examination.

Makeup midterm examinations will be scheduled within one week of the originally scheduled examination. Per University policy for first-term courses, the makeup examination for the final exam will be held on the Thursday of the first week of classes in January. Please note that the questions composing makeup examinations may differ from the originally scheduled examination and may also include different question formats. Please see the "University and School of Health Studies Policies" section of this syllabus for additional information.

#### **Course Schedule**

Lectures: Online, asynchronous lectures will begin the week of and continue weekly. There will be no lectures during Fall Reading Week (the week of ) or during weeks where this course has a midterm examination (i.e., the weeks of ). Lectures will conclude the week of . There are 9 lectures in total. Lectures will typically range from 1-2 hours in duration.

Tutorials: In-person tutorials will begin the week of and continue weekly. There will be no tutorials during Fall Reading Week (the week of ) or during weeks where this course has a midterm examination (i.e., the weeks of ). Tutorials conclude the week of . There are 8 tutorials in total. All tutorials are 50 minutes in duration. The tutorial sections are as follows:

Section	Tutorial Day	Tutorial Time	Tutorial Location
003			
004			
005			
006			
007			
008			

009			
010			
011			
012			
013			
014			
015			
016			
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019			
020			
021			
022			

The following course schedule table indicates the topic for each week of instruction, as well as the required readings for that week. It is highly recommended that you complete the required readings for each week *prior to* the corresponding lecture, assignment, and tutorial. The beginning of a week is marked by Monday.

<b>Week</b>	<b>Topic</b>	<b>Required Readings</b>	<b>Important Information</b>
Week 0:	N/A	N/A	This course will begin the following Monday (; i.e., no lecture, tutorial, or readings this week).
Week 1:	Welcome to HS1001A!	Course syllabus.  Chapter 1: Taking Charge of Your Health	No tutorial.  <i>Optional:</i> Practice OWL assignment (non-graded).
Week 2:	Psychological Health and Disorders	Chapter 2: Psychological Health	Tutorial #1 OWL Assignment #1

		Chapter 4: Weight Management – Eating Disorders (p. 159-165)	
Week 3:	Stress: Physical Responses, Stressors, and Management	Chapter 3: Stress: The Constant Challenge  <i>(Guest Lecture by Dr. Katie Shillington)</i>	Tutorial #2 OWL Assignment #2
Week 4:	Body Composition and Physical Activity	Chapter 4: Weight Management – p. 119-124; stop after the “Body Mass Index” subheading)  Chapter 6: Physical Activity and Exercise for Health and Fitness	Tutorial #3 OWL Assignment #3
Week 5:	Midterm Examination #1.	None.	from 12:30 PM - 2:00 PM. Online.  No lecture, tutorial, readings, or OWL assignment.
Week 6:	Nutritional Guidelines and Requirements	Chapter 5: Nutrition	Tutorial #4 OWL Assignment #4
Week 7:	Cancer: Causes, Types, and Medical Intervention	Chapter 8: Cancer	Tutorial #5 OWL Assignment #5
Week 8:	Fall Study Break.	None.	No office hours, lecture, tutorial, readings, or OWL assignment.

Week 9:	Sexual and Reproductive Health	Chapter 11: Healthy Sexuality	Tutorial #6 OWL Assignment #6
Week 10: h	Midterm Examination #2.	None.	from 12:30 PM - 2:00 PM. Online.  No lecture, tutorial, readings, or OWL assignment.
Week 11:	Health Across the Lifecourse	Chapter 16: Aging: An Ongoing Process  <i>(Guest Lecture by Julia Yates)</i>	Tutorial #7 OWL Assignment #7
Week 12:	Drugs and Addiction	Chapter 13: Drug Use and Addiction	Tutorial #8 OWL Assignment #8
Week 13:	Final Examination Review	None.	No tutorial or OWL assignment.  The final exam will be announced by the Registrar's Office at a later date.

## Course Policies

### 1. OWL Course Website

All students in this course must regularly access the OWL course website to access course announcements, content, evaluations, updates and other course components. All grades will be conveyed through OWL (under no circumstance will they be emailed to students).

Please note that the OWL course website is a shared virtual space, and that you are expected to behave respectfully. Students who engage with OWL in an inappropriate or disrespectful manner may have their privileges of contributing to the site revoked.

### 2. Communication and Use of UWO Email

The teaching team for this course includes the instructor, as well as several Graduate Teaching Assistants (GTAs). Due to the logistics of a large class (>700 students), your primary point of contact for most course-related inquiries should be the GTA leader of the tutorial you are registered in.



The most efficient mode of communication with your teaching team is email. Students must use their official UWO email address for all correspondence regarding this course. Emails from non-UWO addresses will likely be caught by Western's spam traps and will not be responded to.

The teaching team aims to respond to all emails within 1-2 business days (i.e., the teaching team is not obligated to monitor their emails on weekends, holidays, or outside of typical working hours), but delays may occur during peak times (such as midterm and final examinations). If you do not receive a reply within 2 full business days of your request, you may send a follow-up email and copy (CC) the instructor.

**a) 24-Hour Communication Policy for Examinations:** The logistics of a large class can complicate timely communication during periods of increased volume (i.e., midterm and final examinations). To maintain an equal learning environment where all students receive a response to their inquiry sufficiently prior to the examination, students should send questions about examination content at least 24 hours prior to the examination. The teaching team will not respond to questions if they are sent within 24 hours of a scheduled examination. This policy applies to each midterm and final examination. For example, questions about Midterm 1 (scheduled for ) must be received by .

**b) Common Questions:** To help you decide the most efficient mode of communication for your inquiry, please consult the following table. If your concern is not addressed in this table, please contact your instructor.

Topic	Advised Steps
Academic Consideration	<p>1. Contact academic counselling and the instructor.</p> <p>Please consult the academic consideration section under “University and Course Policies for detailed instructions. You may also visit the following website for a guide to requesting academic consideration:  <a href="https://www.uwo.ca/fhs/shs/academic_counselling/consideration/index.html">https://www.uwo.ca/fhs/shs/academic_counselling/consideration/index.html</a></p>
Course Administration, Content, Evaluation, and Structure	<p>1. Review the course outline and OWL content.</p> <p>2A (Preferred): Email the GTA leader of the tutorial you are registered in if the information is not available in the outline or on OWL. You may copy the instructor, but the GTA is primarily responsible for responding.</p> <p><u>Alternatives:</u>            2B: Post your question to the “Forums” tab on OWL. This will be monitored and responded to by the teaching team.            2C: Ask your GTA in-person before or after your assigned tutorial.</p> <p>Please note that students should send queries about examination content <u>at least 24 hours prior to the examination.</u> Please see the section titled “24-Hour Policy” for further details.</p>

Office Hours	<p>1. Navigate to the “Office Hours” tab on OWL.</p> <p>2. Sign up for an appointment with the GTA of the tutorial you are registered in.</p> <p>If you are unable to make any of the OWL timeslots with your assigned GTA, please email them to arrange a mutually convenient time. Do not sign up for office hours with a GTA other than your assigned tutorial leader.</p>
Grades (e.g., appeals, disputes.)	<p>1. Email the instructor.</p> <p>Visit the following website for a guide on submitting an appeal:  <a href="https://uwo.ca/fhs/policies/appeals.html">https://uwo.ca/fhs/policies/appeals.html</a>.</p> <p>Please note that grade rounding, and the re-weighting of evaluations will not occur in this course. Please do not make this request; the teaching team will not consider it.</p>

### 3. Inclusive Learning

As an instructor, I want to set you up for success in this course. If there are aspects of this course that feel exclusionary, or that may preclude your learning, please contact the instructor as soon as possible. If you need formal accommodations, please contact Accessible Education Western as soon as possible. Additional information about Accessible Education Western is available here: [http://academicsupport.uwo.ca/accessible\\_education/index.html](http://academicsupport.uwo.ca/accessible_education/index.html).

### 4. Statement on Intellectual Property

The educational materials developed for this course are the intellectual property of the instructor. These materials include, but are not limited to, lecture, tutorial, and assignment content. Course materials are for student use only and dissemination and/or communication beyond the given course is not permitted. Posting or providing unauthorized audio, video, textual, or other instructor-developed materials to third-party websites violates instructors’ intellectual property rights, and the Canadian Copyright Act. Recording lectures in any way is prohibited in this course unless specific permission has been granted by the instructor.

### 5. Statement on Academic Integrity and Academic Offenses

Tests and examinations in this course may be conducted using a remote proctoring service. By taking this course, you are consenting to the use of this software and acknowledge that you will be required to provide personal information (including some biometric data) and the session will be recorded. Completion of this course will require you to have a reliable internet connection and a device that meets the technical requirements for this service. More information about this remote proctoring service, including technical requirements, is available on Western’s Remote Proctoring website at: <https://remoteproctoring.uwo.ca>. In the event that the teaching team is alerted to a potential academic offense, the involved student(s) may be contacted for further details and/or subjected to disciplinary action.

Scholastic offences are taken seriously and students are directed to read the appropriate policy, specifically, the definition of what constitutes a Scholastic Offence, at the following web [https://www.westerncalendar.uwo.ca/PolicyPages.cfm?Command=showCategory&PolicyCategoryID=1&SelectedCalendar=Live&ArchiveID=#Page\\_20](https://www.westerncalendar.uwo.ca/PolicyPages.cfm?Command=showCategory&PolicyCategoryID=1&SelectedCalendar=Live&ArchiveID=#Page_20).

## **University and School of Health Studies Policies**

### **1) University Grading Information**

The university-wide descriptor of the meaning of letter grades, as approved by Senate:

A+	90-100	One could scarcely expect better from a student at this level
A	80-89	Superior work that is clearly above average
B	70-79	Good work, meeting all requirements and eminently satisfactory
C	60-69	Competent work, meeting requirements
D	50-59	Fair work, minimally acceptable
F	below 50	Fail

It is expected that the grades for a first-year course will fall between 68-72%. In the event that the course average falls outside this range, a constant may be added (or subtracted) from each student's grade, by the instructor, to align the class average with school policy.

### **2) Prerequisites**

Unless you have either the requisites for this course or written special permission from your Dean to enroll in it, you may be removed from this course, and it will be deleted from your record. This decision may not be appealed. You will receive no adjustment to your fees in the event that you are dropped from a course for failing to have the necessary prerequisites.

### **3) COVID-19 Contingency Plan for In-Person Class Pivoting to 100% Online Learning**

In the event of a COVID-19 resurgence during the course that necessitates the course delivery moving away from face-to-face interaction, all remaining course content will be delivered entirely online, either synchronously (i.e., at the times indicated in the timetable) or asynchronously (e.g., posted on OWL for students to view at their convenience). The grading scheme will not change. Any remaining assessments will also be conducted online as determined by the course instructor.

In the event of a COVID-19 resurgence during the course that necessitates the course delivery moving away from face-to-face interaction, tests and examinations in this course will be conducted using a remote proctoring service. By taking this course, you are consenting to the use of this software and acknowledge that you will be required to provide personal information (including some biometric data) and the session will be recorded. Completion of this course will require you to have a reliable internet connection and a device that meets the technical requirements for this service. More information about this remote proctoring service, including technical requirements, is available on Western's Remote Proctoring website at: <https://remoteproctoring.uwo.ca>.

#### **4) Late Assignments**

Assignments must not be missed unless there is a medical condition, family emergency, or other unforeseen circumstances. A note from your Physician indicating the nature of your condition must be submitted to the School of Health Studies Main Office, and only upon receipt of such a letter will instructors consider a new due date for an assignment. Late assignments may be docked a certain percentage per day, which is determined by the instructor.

#### **5) Attendance and Classroom Behaviour (online and/or in-person)**

In the School of Health Studies, each course instructor sets specific expectations for attendance and participation that are specific to the course, teaching objectives, and learning outcomes. Regular attendance is expected and essential for all courses, but particularly those that include participation grades in their evaluation schemes. Participation means not only attendance, but active engagement in the class, including (for example) contribution to small and large group discussions, a demonstrated effort to prepare for class by completing assigned readings before class, and following the instructor's guidelines for use of electronic devices during class time. Students who miss classes, or parts of classes, are responsible for the material they have missed. Instructors are not obliged to review the contents of missed lectures.

#### **6) Use of Recording Devices and Course Content**

During Exams: Unless you have medical accommodations that require you to do so, or explicit permission from the instructor of the course, you may not use any electronic devices during ANY tests, quizzes, midterms, examinations, or other in-class evaluations.

During Lectures and Tutorials: Although you are welcome to use a computer during lecture and tutorial periods, you are expected to use the computer for scholastic purposes only, and refrain from engaging in any activities that may distract other students from learning. From time to time, your professor may ask the class to turn off all computers, to facilitate learning or discussion of the material presented in a particular class. Unless explicitly noted otherwise, you may not make audio or video recordings of lectures – nor may you edit, re-use, distribute, or re-broadcast any of the material posted to the course website.

#### **7) Use of Plagiarism Checking Software**

All required papers may be subject to submission for textual similarity review to the commercial plagiarism detection software under license to the University for the detection of plagiarism. All papers submitted for such checking will be included as source documents in the reference database for the purpose of detecting plagiarism of papers subsequently submitted to the system. Use of the service is subject to the licensing agreement, currently between The University of Western Ontario and Turnitin.com (<http://www.turnitin.com>).

#### **8) Student Code of Conduct**

Code of Student Conduct defines the standard of conduct expected of students registered at The University of Western Ontario, provides examples of behaviour that constitutes a breach of this conduct, provides examples of sanctions that may be imposed, and sets out the disciplinary procedures that the University follows. Scholastic offences are taken seriously, and students are

directed to read the appropriate policy, specifically, the definition of what constitutes a Scholastic Offence, at the following Web site: [Academic Calendar - Western University \(uwo.ca\)](http://www.uwo.ca/academiccalendar/).

### **9) Academic Consideration**

The University recognizes that a student's ability to meet their academic responsibilities may, on occasion, be impaired by extenuating circumstances, including short-term illness or injury. Reasonable academic consideration is a cooperative process between the University, the student, and academic staff. All participants in the process must act in good faith, and fulfil their respective obligations, if it is to succeed.

Students who experience an extenuating circumstance (illness, injury, or other extenuating circumstance) sufficiently significant as to temporarily render them unable to meet academic requirements, may submit a request for academic consideration through the following routes:

- (i) For medical absences, submitting a Student Medical Certificate (SMC) signed by a licensed medical or mental health practitioner, in order to be eligible for Academic Consideration; or
- (ii) For non-medical absences, submitting appropriate documentation (e.g., obituary, police report, accident report, court order, etc.) to academic advising office in their Faculty of registration, in order to be eligible for academic consideration.

#### **Students seeking academic consideration:**

- Are advised to consider carefully the implications of postponing tests or midterm exams or delaying handing in work;
- Are encouraged to make appropriate decisions, based on their specific circumstances, recognizing that minor ailments (e.g., upset stomach) or upsets (e.g., argument with a friend) are not normally an appropriate basis;
- Must communicate with their instructors no later than 24 hours after the end of the period covered by SMC, or immediately upon their return following a documented absence;
- Are advised that all necessary documentation, forms, etc. are to be submitted to academic advising office within two business days after the date specified for resuming responsibilities.

#### **Support Services:**

There are various support services around campus and these include, but are not limited to:

1. Student Development Centre -- <http://academicsupport.uwo.ca/>
2. Student Health -- <https://www.uwo.ca/health/>
3. Registrar's Office -- <http://www.registrar.uwo.ca/>
4. Ombudsperson Office -- <http://www.uwo.ca/ombuds/>

### **10) Health and Wellness**

The undergraduate experience is rewarding and challenging socially, emotionally, and intellectually. Finding ways to balance scholarly life with our personal lives can be tough, but it's important to learn how to manage stress. Western provides several health and wellness-related services to students, which may be found at <http://www.health.uwo.ca/>. You can also check out the Campus Recreation Centre or the McIntosh Gallery ( <http://www.mcintoshgallery.ca/>), for

alternative spaces to reconnect with your bodies and restore your spirit. You may also want to access local resources that are closer to where you are living during the school year. Recalibrating ourselves emotionally begins with slowing down, reminding ourselves that we are ok, and taking a few deep, slow breaths. This remarkably effective strategy brings the body from stress mode into a more relaxed state.

If you are in emotional or mental distress should refer to Mental Health@Western [Mental Health Support - Health & Wellness - Western University \(uwo.ca\)](#) for a complete list of options about how to obtain help or Thames Valley Family Services (<https://www.familyservicethamesvalley.com/>), a trusted provider within the community. To help you learn more about mental health, Western has developed an interactive mental health learning module, found here: [Health & Wellness - Western University \(uwo.ca\)](#). It's also advisable to have a wellness safety plan if you don't want to reach out to formal services. Having the numbers of a few trusted individuals is another strategy.

### 11) Common Concerns Guidelines

The table below summarizes a list of common student concerns and how they are to be resolved. If you have a concern that is not listed here, then please email your instructor.

Concern	How to Address Concern
Course administrative matters	Read through the course outline or email instructor if question cannot be answered from information in the course outline
Course content questions	Refer to the OWL Resources (notes, calendar, etc.). Email the instructor.
Grade disputes and requests for appeals	<p>A student requesting an appeal to a specific course with respect to a grade for an assignment or examination must first contact their instructor to discuss such matters.</p> <p>Visit the following website for guide on submitting an appeal: <a href="https://uwo.ca/fhs/policies/appeals.html">https://uwo.ca/fhs/policies/appeals.html</a></p>