

## *Information/Services for Students with Documented Disabilities*

*“Please feel free to discuss this resource with me or contact the appropriate office below.”*

### **Learning Accommodations Center:**

Serving students with documented disabilities, such as learning disabilities, attention deficit disorders, autism spectrum disorders, brain injuries, chronic illness, low vision/blind, physical disabilities, psychiatric disabilities and seizure disorders.

Visit us in the Student Center SC111, call (978) 556-3654, or email [lacenter@necc.mass.edu](mailto:lacenter@necc.mass.edu)

### **Deaf and Hard of Hearing Services:**

Visit us in the Student Center SC110, call 978-241-7045 (VP/Voice), or email [deafservices@necc.mass.edu](mailto:deafservices@necc.mass.edu)

## *Plagiarism Statement*

Plagiarism is a very serious violation of academic ethics and the NECC Student Code of Conduct. The college expects all students to maintain high standards of academic honesty and integrity.

Plagiarism is defined by the College to be the use of any other person’s research, images, words or ideas as though they were your own, without giving appropriate credit to the original source. If a student uses another person’s research, images, words or ideas he/she must give credit to the original source through proper citation (consult the instructor about this requirement), regardless of whether the use is a direct quote, or it is incorporated into his/her own work.

## *NECC Outcomes Assessments*

NECC’s commitment to student success involves the evaluation of student work at the program, department, and/or campus levels to help ensure that students are achieving the learning outcomes identified by our programs and the college. This process may include the collection of such evidence as student classroom products or classroom-associated reports of student knowledge or skill demonstrations. **All collected products will have any identifying information removed before they are reviewed.** Results from these reviews are then aggregated to provide an overall view of students’ outcomes achievements. Assessments carried out at the program, department, and/or campus levels will not impact students’ course grades. The process of assigning grades will continue to be the responsibility of the course instructors. Any student who does not wish to have their products collected for program, department, or campus-level assessment can opt out by notifying their instructor.

## *College NP Policy*

For classroom, laboratory, videoconference, and clinical courses, students are expected to attend each meeting of each class in which they are enrolled. For online courses, students are expected to participate at a level acceptable to the instructor. In every case, the class instructor has full and final authority to decide whether a student is permitted to make up work missed through absence or lack of participation, and on what terms. Attendance and participation policies are noted on each course syllabus.

Faculty have the academic authority to remove students from their class for nonattendance or non-participation. A non-participating (NP) student is one who has excessive absences, has missed quizzes, tests or papers, or otherwise has failed to meet the participation standard clearly delineated in the course instructor's syllabus.

An NW grade is assigned when non-participating students are removed from a class. Although the NW grade is not included in students' grade point average, it may have other adverse consequences.

A student may be removed from a course for inappropriate classroom behavior that is in clear violation of the student code of conduct published in the Student Code of Conduct and NECC Policies & Procedures (see [www.necc.mass.edu/college\\_policies](http://www.necc.mass.edu/college_policies)). Faculty must follow notification procedures as prescribed in the code and should not use the NP Policy for this purpose.

## *Emergency Closings*

There are several ways to find out whether the college is closed:

- Sign up to receive an [NECC text alert](#) on your cell phone
- Visit the homepage of the [college's website](#)
- Call 978 556-3002 for recorded information
- Sign up for the college's [Facebook page](#) or [Twitter feed](#)
- Tune into the following tv stations:
  - WBZ CH. 4
  - WCVB CH. 5
  - WHDH TV CH. 7
  - FOX TV CH. 25